

SERVICE PROVIDER AGREEMENT



on the Go for Growth

WATERBERG DISTRICT MUNICIPALITY

Entered into by:

The Waterberg District Municipality
(*'the Client'*)

And

Waterberg Biosphere Reserve – Section 21 Company
(*'The Service Provider'*)

In respect of the Provision of **Co-Funding of Waterberg Biosphere Meander**

Preamble: Waterberg District Municipality has identified the need for provision of co-funding of Waterberg Biosphere Meander

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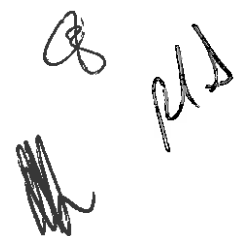
Whereas: Waterberg District Municipality appointed Waterberg Biosphere Reserve to source co-funding

It is therefore agreed as follows:

1. Interpretation

The headings of the paragraphs in this Agreement are for the purposes of reference only and shall not be used in the interpretation of this Agreement. In this Agreement, unless a contrary intention clearly appears:

- 1.1. the singular includes the plural and vice versa;
- 1.2. the following terms shall have the meanings assigned to them hereunder and cognate expressions shall have corresponding meanings, namely :
 - 1.2.1. **'business day'** means any working day, excluding Saturdays, Sundays and public holidays;
 - 1.2.2. **'Client'** means the Waterberg District Municipality;
 - 1.2.3. **'commencement date'** means the date on which the parties commenced with the performance of their obligations, namely **date of signature of service level agreement ;**
 - 1.2.4. **'contract price'** means the total amount of fees that will be charged by the Service Provider, including disbursements and VAT, for the performance of the services in terms of this Agreement;
 - 1.2.5. **'key result'** means an indicator or yardstick in terms of which the Service Provider's successful performance of its obligations may be gauged;

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- 1.2.6. **'methodology'** means the professional expertise and the system of methods required by the Service Provider to perform the obligations set out in terms of this Agreement;
- 1.2.7. **'prime rate'** means the variable interest rate as charged and calculated by the Service Provider's bankers from time to time;
- 1.2.8. **'project'** means the services to be performed by the Service Provider in terms of the Tender and the corresponding obligations to be fulfilled by the Client;
- 1.2.9. **'project plan'** means the strategy prepared by the parties for the successful completion of the Project submit within a reasonable time, prior to commencement of project;
- 1.2.10. **'Remuneration schedule'** means the details of remuneration.
- 1.2.11. **'Service Provider'** means **Waterberg Biosphere Reserve**, section 21 company.
- 1.2.12. **'services'** refers to the professional work to be performed by the Service Provider in terms of this Agreement, as per page 5;
- 1.3. figures are referred to in numerals and in letters and if there is any conflict between the two then the letters shall prevail; and,
- 1.4. expressions defined in this Agreement shall bear the same meanings in schedules or annexures to this Agreement, which do not themselves, contain their own definitions.

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2. Appointment and Duration

- 2.1. The Client hereby appoints the Service Provider to carry out the services detailed in Paragraph 6 of this Agreement in terms and conditions set out herein.
- 2.2. The Service Provider will commence **upon date of signature of service level agreement** and complete at the end of the 2013/14 financial year.

3. Team

- 3.1. The team members that will be involved in the project must be as according to the proposal and where a team member resigns or leave the institution the client must be informed. Refer to the attached annexure "marked annexure A"
- 3.2. In case where one of the team members mentioned in the proposal leaves an institution, the company must replace such a member with a member equivalent (in terms of the rank, qualification and the experience) or more.

4. Shareholders

- 4.1 In case where the shareholdings or board members of the appointed company changes during the year, the client must be informed of such changes.

5. Extent of terms and conditions

- 5.1. This Agreement consists of the terms and conditions set out in the documentation listed as follows:
 - 5.1.1. The Service Provider's business plan (Schedule 1); referred to as "annexure B"

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5.1.2. Letter of appointment (Schedule 2) referred to as “annexure C”; a

5.1.3. The National Treasury General Conditions of Contract, referred to as “annexure D”

5.2. In the event of conflict between the provisions of any of the aforesaid documentation and this Agreement, the provisions of this Agreement shall prevail.

5.3. Any additional work which is not part of the initial agreement will have to be requested in writing and approval be given prior to work done.

6. Scope of Services

6.1 Index already provided in the business plan submitted by Waterberg Biosphere Reserve, referred to as “annexure E”

To implement biosphere reserves programmes:

- Environmental and biosphere education and awareness,
- Destination marketing and promotion
- Further develop and market tourism route in the form of Waterberg Meander,
- Developing of community owned and operated tourism products (e.g. Telekishi Ramasobana Cooperative, Pedi Potters, Lehlabile Cultural Tours, etc)
- To ensure sustainable development: development that meets the needs of the present without compromising the ability of the future.
- Protecting the central asset of the Waterberg Biosphere Reserve, namely its wilderness quality, unspoiled nature and rich biodiversity
- Participate in the Man and Biosphere Programmes
- Participate in local and district municipalities' IDP processes and LED Forums

7. Deliverables

7.1 Professional services managing the biosphere reserve, the meander, skills development and community tourism development in accordance with the business plan.

8. Price

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- 8.1 Waterberg District Municipality's contribution is R100 000.00 and Department of Economic Development, Environment and Tourism grant is R140 000.00, total budget available for funding is R240 000.00.

9. Obligations of the Service Provider and submission of monthly reports

- 9.1. The aforesaid services shall be rendered diligently and to the reasonable standard and expectations as required by the Client.
- 9.2. The service provider is required to submit written progress reports at the end of each quarter to the Supply Chain Management Unit (SCMU) and the Project Manager until the project is fully completed.
- 9.3. The service provider appoints Dr. Rupert Baber in his personal capacity as the Chairperson of Waterberg Biosphere Reserve Board as the project manager and key point of contact and liaison for all matters relating to the project by and between the Service Provider and the Client.

10. Obligations of the Client

- 10.1. The Client shall ensure that the Service Provider has reasonable access to and the support of whatever information or personnel, respectively, may be necessary for the Service Provider to fulfil its obligations.
- 10.2. The Client appoints Ms Betty Molekwa in her capacity as the Marketing and Tourism Officer of Waterberg District Municipality as the project manager and key point of contact and liaison for all matters relating to the project by and between the Service Provider and the Client.

11. Remuneration

- 11.1. Remuneration will be on a re-imbursement basis, Waterberg Biosphere Reserve will claim in accordance with the business plan and proof of payments on activities performed per quarter.

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12. Retention

- 12.1 There shall be no retention.

13. Variations and cancellations

- 13.1. No agreement varying to, deleting from or cancelling this agreement shall be of force or legal effect unless reduced in writing and signed by or on behalf of the parties.

14. Limitation of liability

- 14.1. The Service Provider hereby protects and secures the Client against all legal liability with regard to any claims that may arise as a result of a breach of contract or negligence on the part of the Service Provider in respect of its obligations in terms of this Agreement.
- 14.2. The maximum liability of the Service Provider in respect of the aforestated claims shall be limited to the aggregate of fees that have accrued to the Service Provider for the obligations that form the subject of the breach of contract or negligence as at the time that the cause of action arose.

15. Amicable Settlement

- 15.1. If any dispute arises in terms of this contract, either party may give five (5) days written notice to the other of such dispute, whereupon the parties shall meet promptly and in good faith attempt to reach an amicable settlement.

16. Disputes

- 16.1. In the event that a dispute arises between the Client and the Service Provider it shall be referred to mediation within 5 (five) business days of either party declaring such a dispute. In this regard:

bb [signature] [signature] RLS

- 16.1.1. A mediator shall be appointed by the parties, alternatively by the chair of the Attorneys Association in the Province where the dispute arose, to preside over the mediation; and,
- 16.1.2. The parties shall seek ways and means to resolve the dispute in the most expedient manner.
- 16.2. Should the dispute not be resolved within 10 (ten) business days of the commencement of mediation it shall be referred to arbitration. Accordingly :
- 16.2.1. An arbitrator shall be appointed by the parties, alternatively by the chair of the Arbitration Foundation of South Africa ('AFSA'), to preside over the arbitration; and,
- 16.2.2. The rules of AFSA shall govern the conduct of the arbitration.
- 16.3. Nothing in this paragraph shall prevent either party from approaching the High Court for suitable judicial relief.

17. Breach

- 17.1. If either party breaches this Agreement or fails to perform any of its obligations, then the other party shall provide written notice, calling upon the first party to rectify its breach within a period of not less than 10 (ten) business days.
- 17.2. Should the party in breach have failed to rectify the breach within the aforesaid time period, the other party may cancel this Agreement and claim recovery of damages.
- 17.3. The project commences upon date of signature of service level agreement to the 30th June 2014.

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- 17.4. Any request for an extension on timeframe must be done in writing and be approved by the Accounting Officer as an addendum to this agreement or penalties will be imposed on the Service Provider.

18. Termination

- 18.1. This Agreement may be terminated upon 20 (twenty) business days' written notice, after the terminating party has consulted the other about its intention.
- 18.2. The aforestated termination shall not prejudice either party's rights in respect of the obligations
- 18.3. already performed or to be performed as at the date of termination.

19. Severability

- 19.1. Any provision of this agreement found or held invalid or unenforceable, such terms shall be severable and the validity of all other terms shall not be affected thereby.

20. Whole agreement

- 20.1 This Agreement and its annexures constitutes the whole agreement between the parties unless supplemented by further agreements, which shall be in writing.

KB [Signature] RLS

21. *Domicilium citandi et executandi*

- 21.1. The parties choose as their *domicilia citandi et executandi* the addresses set out hereunder :

21.1.1. Client :

Office of the Municipal Manager
Waterberg District Municipality
Harry Gwala Street
Modimolle
0510

21.1.2. Service Provider :

WATERBERG BIOSPHERE RESERVE
Klipfontein Farm KR53
Vaalwater
0530

- 21.2. Either party may change its *domicilium citandi et executandi* by giving written notice to the other, the new address becoming effective at the expiry of 10 (ten) business days from the communication of notification.

22. Amendments and alterations

- 22.1. No amendments and/or alterations to the terms this Agreement shall be valid or binding unless reduced to in writing and signed by all Parties.

23. Penalty Clause

Penalty will be imposed on the following cases:-

- Late delivery.
- Poor Quality.
- Non- compliance to scope of work, reporting requirements and any other tender documents requirements.
- Any other misrepresentation or poor performance.

The expiry date of the implementation period for this project is the **30th June 2013 after the date of service level agreement signature.**

No extension will be granted for this project without good motivation and any failure to deliver the expected results before or on the specified deadline date will automatically result in penalties to be effected by WDM.

The penalties will be calculated ranging from **2% to 25%** of the total project amount on the discretion of the municipality. Penalty percentage may be above 25% if the offence is severe.

All penalties will be on the discretion of the Accounting Officer.

National Treasury Conditions of Contract will also apply in terms of penalties imposed.

24. Confidentiality

- 24.1 For the purposes of the agreement confidential information means any and all information, including but not limited to, technical, financial, product and commercial information – disclosed in writing or otherwise by the disclosing party to the receiving party, whether disclosed in view of the purpose before or after the date of Agreement and shall be deemed to include all documents and other material (including samples, models and computer software) containing or embodying or based on the confidential information (or part thereof) together with all notes, summaries and other material derived there from and all copies or

KB [Signature] [Signature]

reproductions of the foregoing. Such Confidential Information shall not include information:

- 24.1.1 which is generally available to the public, or which will become generally available to the public other than by breach by the Receiving Party of its obligation hereunder;
 - 24.1.2 which was or is already known to the Receiving Party before it had been or will be disclosed by the Disclosing Party, provided that such information may not reasonably be considered by the Receiving Party as confidential;
 - 24.1.3 which the Receiving Party has received or will receive on a non confidential basis from any party (including any third party) which is not in breach an obligation of confidentiality towards the Disclosing Party or any party (including any third party), provided that such information may not reasonably be considered by the Receiving Party as confidential; and
 - 24.1.4 which is independently developed by or on behalf of the Receiving Party.
- 24.2 All Parties shall:
- 24.2.1 hold the other parties Confidential Information in the strictest confidence;
 - 24.2.2 not make use thereof other than for the performance of its obligations under the Agreement; and
 - 24.2.3 only release such Confidential Information on a "need to know" basis subject thereto that the persons to whom such Confidential Information is released shall undertake to be bound by the confidentiality obligations contained herein.

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- 24.3 No parties shall be entitled to use the name of the other Party in publicity releases or advertising or for other promotional purposes without procuring the prior written approval of the Party concerned.
- 24.4 The Parties' obligation in terms of this clause will survive the termination of this Agreement including the termination thereof by the effusion of time.
- 24.5 In the case of a release, announcement or document which is require to be given, made or published by law or under the rules of the JSE Securities Exchange South Africa or any other relevant stock exchange, the Party liable so to give, make or publish the same shall give to the other Party as much advance warning thereof as is reasonable in the circumstances together with drafts or a copy thereof as soon as it is at liberty to do so.

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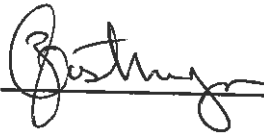
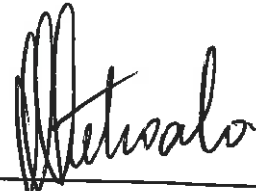
25. Warrant of Authority

The persons signing this agreement on behalf of the parties warrant their authority to do so.

Signed at **Modimolle** on this 25th day November of 2013

AS WITNESSES:

1.  _____ For and on behalf of the Client

2.  _____
 _____
MV LETSOALO
WDM Municipal Manager

Signed at **Modimolle** this _____ day _____ of 2013

AS WITNESSES:

1.  _____ For and on behalf of the Service Provider

2.  _____
 _____
Dr. Rupert Baber

WATERBERG BIOSPHERE RESERVE BUSINESS PLAN
MOU WITH WATERBERG DISTRICT MUNICIPALITY
JULY 2013 – JUNE 2014

1. Background

Following submissions by the Limpopo Department of Economic Development, Environment and Tourism (LEDET) and the National Department of Environment (DEA), the Waterberg Biosphere Reserve (WBR) received its international status as part of UNESCO's world network of biosphere reserves in March 2001. It is one of six biosphere reserves in South Africa, and one of three in Limpopo province.

The existence of the biosphere is recognition of the area's outstanding natural beauty, conservation importance and eco-tourism potential. By historic coincidence the area is devoid of industrial forestry, mining or urban development, and has always had a low population density. It boasts a mild climate, is malaria free and has a high level of biodiversity and endemism. It is also rich in sensitive but vital ecosystems such as wetlands and sponges and is the source of four of the main rivers in the water scarce Limpopo province: the Mokolo, Palala, Matlabas and Mogalakwena. These systems provide vitality important ecosystem services, particularly in relation to the development of the Waterberg Coal Field and Power Generation Hub.

The application process to UNESCO to have the Waterberg declared a biosphere reserve was underpinned by the fact that virtually all stakeholder groups supported the need for conservation and sustainable development in the area. The biosphere philosophy is that the various, typically disparate interest groups within a conservation area need to enter into a common understanding about the nature of development and resource use going into the future, with the understanding that they all have a stake in the conservation and development of the area.

The Waterberg Biosphere Reserve's vision is

- to maximise this unique area's considerable potential for not only conservation, sustainable development and social upliftment, but also research and education.

In turn, the mission is

- to build a conservation and sustainable-use ethic, which can then be effectively monitored

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- to promote appropriate and sustainable development
- to actively spread benefits and opportunities to poorer members of the community; and
- to facilitate relevant research, education and skills training in the area.

A representative management committee has been elected constituting a unique collaboration between government, the private sector, non-governmental organizations and community groups. Membership includes representatives from local and provincial government, including LEDET and the Waterberg District Municipality (WDM), private landowners represented by the Waterberg Nature Conservancy and WRSA, agricultural organizations such as AGRI-SA and TAU, NGOs such as the Clive Walker Foundation, the Waterberg Welfare Society and Khutso Foundation, land claimant groups and tribal authorities. The WBR management committee approved the establishment of a Section 21 (now called Not for Profit) company in 2007 as the implementation body of the reserve. The directors of this company, WBR-NPC, are elected by the management committee while the members are the stakeholder groups as set out in the constitution.

2. Objectives & Outputs

The first objective of the WBR is to run an effectively functioning NPC Company. This requires professional management inputs provided not only by the Project Coordinator but also those directors of the company who are free to provide the necessary time and expertise. Apart from the normal office, banking, communication related, auditing and insurance expenses, the WBR also has to maintain the WBR office and information centre in Vaalwater/Mabatlane. An important role of the WBR is to communicate with stakeholders within the Waterberg and engage with not only government bodies but also NGOs and other members of civil society regarding biosphere issues.

Other important objectives of the WBR relate to a range of projects undertaken by the WBR.

These include the following:

- Promoting the WBR as a tourism destination through the Waterberg Meander tourism route, attending tourism expos such as the Getaway Show, and maintaining an up to date website and destination database. The WBR is planning, with support from the Department of Tourism, to further develop the Waterberg Meander and to provide tourism information facilities that will further assist with the promotion of the area as a preferred

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nature based tourism destination.

- Community Tourism Development. While the area's new international status has benefited existing landowners and attracted new investment into the area, poorer, more marginalized sectors of the community have consistently expressed concern as to how they would share in the benefits of the project. In recent years the WBR has instituted projects that attempt to address this situation. These include the establishment of the Telekishi tourism product, which is owned and operated by a rural community. The Telekishi product has, over the last few years, made considerable progress in becoming self sustaining. Although it does not have a high occupancy rate, this is increasing, and the members of the co-operative have proved to be responsible custodians of the facilities and investments made on their behalf. A proportion of monies generated from visitors have been used by the co-operative to maintain and improve the facilities, and with the support of the WBR, improvements have been made in the number of beds available as well as the number of toilets. The project is steadily maturing. Future support from the WBR will be focused mainly on marketing and product development.
- Skills training. The establishment of a Skills Training Centre in Vaalwater/Mabatlane at Clabile House is typically used for readiness for work courses and maths homework clubs. The appointment of WBR in 2012 as the implementer of the Youth Environmental Service (YES) Project in Limpopo further strengthens the WBR's role as an agent for uplifting poorer members of the community and spreading benefits of the biosphere project. This involves the provision of skills training and support for up to 300 young unemployed individuals. The WBR is also currently working with Project Literacy to assist with adult education in the local community.
- Skills Transfer. The WBR has entered into a partnership with SANBI to provide mentorship to four young South African graduates with environmental related degrees. These individuals have been appointed as a biodiversity officer, communications officer, environmental education officer and rivers and wetlands officer. Through their involvement in WBR projects they are able to gain valuable work experience while themselves contributing to conservation and sustainable development in the Waterberg.
- Engagement with the UNESCO MAB program. A central project undertaken by WBR in recent years has been the development of a management plan for the area that will ensure that land use practices are sustainable and do not undermine the core comparative advantages of the area as a nature based tourism destination and provider of ecosystem services within the province. This forms the basis for an application to

UNESCO to extend the boundaries of the WBR to include adjacent conservation areas such as the Nylsvley RAMSAR site and Makapansgat. The core work of the application for expansion to UNESCO is being done by WBR staff and directors, and the document will then be edited and endorsed by LEDET and DEA. Stakeholders, including WDM, will be asked to provide letters of support for the expansion when the application document is completed. The end result will be a much larger Waterberg Biosphere Reserve covering the entire Waterberg Mountain Complex and will lay the basis for sustainable development in an area covering over 40% of the Waterberg District. Other ways in which the WBR engages with the UNESCO MAB program is through our involvement in the provincial and national MAB committees, as well as the AfriMAB program.

- Engagement in spatial planning and EIA and DFA Processors. The WBR engages in EIA processes and DFA Tribunal hearings when proposed developments within the Waterberg are not in line with the Reserve's management plan. The WBR is also engaged with WDM in seeking to align the local municipality spatial plans with the district SDP in order for a coordinated approach to development to be possible.
- Save the Waterberg Rhino. This project was initiated by concerned members of the community within the biosphere and falls under the umbrella of the WBR-NPC structure. It aims to provide awareness, environmental education regarding the value of rhino and logistical support to anti-poaching efforts.

For the 2013/2014 years, the WDM has allocated an amount of R100,000.00 for the WBR. In addition, LEDET has allocated R140,000.00 for the Biosphere. The business plans relating to the WDM and LEDET grants reflect the needs and priorities of the organization as it continues to undertake its mandate as guided by the Madrid Action Plan – the guiding document for all biosphere reserves worldwide. Thus the strategic objectives, as set out in these business plans below, refer to the Madrid Action Plan. The two business plans are complementary, with the LEDET budget supplementing the WDM budget in those areas where the initial available funding was limited given the broad range of projects and objectives undertaken by WBR. Given that spending of both budgets will be monitored by WDM, there is no possibility of double counting and separate invoices will be provided for each item of expenditure.

Proposed Application of WDM Grant: Waterberg Biosphere Reserve

Details	Priority Project/ Strategic Objective	Amount	Application of Funds
Professional services managing WBR including financial mgt, fundraising	Effectively Functioning NC	R36,900.00	Professional Services based on time spent in service of organization
Maintaining & operating WBR office & information centre	Communication/ Building a Constituency for the Biosphere	R0.00	Caretaker expenses Repairs & maintenance Rental Electricity
Office & banking expenses	Effectively Functioning NPC	R0.00	Bank charges Stationery
Telephone, internet & website costs	Communication/ Building a Constituency for the Biosphere	R0.00	Phone costs Internet costs Website design Website maintenance
Insurance	Effectively Functioning NPC	R0.00	Insurance
Auditing expenses	Effectively Functioning NPC	R0.00	Auditing
Communication strategy: newsletters, database for email news etc	Communication/ Building a Constituency for the Biosphere	R16,350.00	Printing expenses Design & layout
Tourism expos	Communication/ Tourism Development	R0.00	Stand fees Transport & accommodation
Environmental Education/Skills Training	Skills Training Environmental Education	R10,000.00	Caretaker expenses Educational materials
Facilitation of and fundraising for Community Tourism Development	Community Tourism Development	R15,000.00	Infrastructure costs Marketing costs Equipment costs
Meetings	Communication/ Building a Constituency for the Biosphere	R0.00	Catering
Travel expenses	Communication/ Building a Constituency for the Biosphere/ Effectively Functioning NPC	R11,750.00	Travel expenses based on mileage
Logistical support to Save the Waterberg Rhino	Protecting our environmental assets	R10,000.00	Office rental Administrative costs
Compilation of application to UNESCO for expansion of WBR	Protected Area expansion/ Spatial planning	R0.00	Professional services Mapping Printing
TOTAL		R100 000.00	

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Proposed Application of LEDET Grant: Waterberg Biosphere Reserve

Details	Priority Project/ Strategic Objective	Amount	Application of Funds
Professional services: managing WBR including financial mgt, fundraising	Effectively Functioning Section 21 Company	R36,900.00	Professional Services based on time spent in service of organization
Maintaining & operating WBR office & information centre	Communication/ Building a Constituency for the Biosphere	R0.00	Caretaker expenses Repairs & maintenance Rental Electricity
Office & banking expenses	Effectively Functioning Section 21 Company	R7,200.00	Bank charges Stationery
Telephone, internet & website costs	Communication/ Building a Constituency for the Biosphere	R6,000.00	Phone costs Internet costs Website design Website maintenance
Insurance	Effectively Functioning Section 21 Company	R0.00	Insurance
Auditing expenses	Effectively Functioning Section 21 Company	R0.00	Auditing
Communication strategy: newsletters, database for email news etc	Communication/ Building a Constituency for the Biosphere	R16,350.00	Printing expenses Design & layout
Tourism expos	Communication/ Tourism Development	R0.00	Stand fees Transport & accommodation
Environmental Education/Skills Training	Skills Training Environmental Education	R10,000.00	Caretaker expenses Educational materials
Facilitation of and fundraising for Community Tourism Development	Community Tourism Development	R0.00	Infrastructure costs Marketing costs Equipment costs
Meetings	Communication/ Building a Constituency for the Biosphere	R2,500.00	Catering
Travel expenses	Communication/ Building a Constituency for the Biosphere/ Effectively Functioning Section 21 Company	R11,750.00	Travel expenses based on mileage
Logistical support to Save the Waterberg Rhino	Protecting our environmental assets	R26,000.00	Office rental Administrative costs
Compilation of application to UNESCO for expansion of WBR	Protected Area expansion/ Spatial planning	R23,300.00	Professional services Mapping Printing
TOTAL		R140 000.00	

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Waterberg
District Municipality

on the Go for Growth

Harry Gwala Street, Modimolle, 0510
Private Bag X 1018, Modimolle, 0510
Tel: (014) 718 3350
Fax: 086 720 1266

Enquiries: Ketlana Makgobela

Waterberg Biosphere Reserve

**Klipfontein Farm
VAALWATER
0530**

ATTENTION : Dr Rupert Barber

APPOINTMENT LETTER: COFUNDING OF THE IMPLEMENTATION OF WATERBERG BIOSPHERE MEANDER ROUTE

Please be advised that Waterberg Biosphere Reserve and Waterberg District Municipality will enter into a cofunding agreement for the implementation of Waterberg Biosphere Meander Route Development. Waterberg District Municipality will contribute an amount of R240 000 which will be paid on a reimbursement basis.

This appointment letter is subject to a service level agreement (SLA) and National Treasury Conditions of Contract to be signed between the Service Provider and Waterberg District Municipality within 2 weeks after your acceptance letter as well as the issue of WDM order. The duration of the project is 12 months after signing of the SLA.

Please indicate acceptance of this appointment within 3 working days upon receipt of this letter. The acceptance letter must be addressed to the Divisional Manager: SCM fax number 086 720 1266 or preferably email kmakgobela@waterberg.gov.za. Once the appointment letter and SLA have been accepted the official order will be released.

Yours faithfully,

**MV LETSOALO
MUNICIPAL MANAGER**

18/10/2013
DATE

ANNEXURE E

Proposed Application of LEDET & WDM Grant: Waterberg Biosphere Reserve

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Details	Priority Project/ Strategic Objective	Amount
Professional services: managing WBR, fundraising	Effectively Functioning NPC Company	R73,800.00
Maintaining & operating WBR office & information centre	Communication/ Building a Constituency for the Biosphere	-
Office & banking expenses	Effectively Functioning NPC Company	R7,200.00
Telephone, internet & website costs	Communication/ Building a Constituency for the Biosphere	R6,000.00
Insurance	Effectively Functioning NPC Company	-
Auditing expenses	Effectively Functioning Section 21 Company	-
Communication strategy: newsletters, database for email news etc	Communication/ Building a Constituency for the Biosphere	R32,700.00
Tourism expos	Communication/ Tourism Development	-
Skills development costs/ maintaining & equipping skills training centre	Skills Training	-
Signage	Communication/ Building a Constituency for the Biosphere	-
Facilitation of and fundraising for Community Tourism Development	Community Tourism Development	R15,000.00
Meetings	Communication/ Building a Constituency for the Biosphere	R2,500.00
Travel expenses	Communication/ Building a Constituency for the Biosphere/ Effectively Functioning NPC Company	R23,500.00
Compilation of application to UNESCO for expansion of WBR	Protected Area expansion/ Spatial planning	R23,300.00
Environmental education	Environmental education	R20,000.00
Logistical support to Save the Waterberg Rhino	Protecting our environmental assets	R36,000.00
TOTAL		R240 000.00

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