

Detailed Design, Tender Documentation, Contract Administration and Site Supervision for the Construction to Gravel Standard of D4119: Omulondo - Oshuuli (16km) & D3622: Omukukutu - Ombokola (32km), Ohangwena Region

Meeting Minutes

Type of Meeting: Public Consultation Meeting
Venue: Omukukutu Village
Date: 22 September 2022
Time: 15h00 – 17h00

Agenda

1. Prayer – Community Member
2. Welcome – Headman John Kapia
3. Project and Project Team Introduction – Nathanael Nikodemus
4. Environmental Impact Assessment (EIA) Discussion – Nathanael Nikodemus (Rian du Toit)
5. Project Scope/Technical Discussion – Nathanael Nikodemus (Rianus Gonteb)
6. Q&A – all attendees
7. Closing – Headman John Kapia
8. Prayer – Community Member

1. Prayer Community Member

2. Welcome Headman John Kapia

3. Project and Project Team Introduction Nathanael Nikodemus
 - Enviro Management Consultants (EMC) – Mr Rian du Toit & Ms Maike Prickett
 - Pregon Consulting Engineers – Mr Rianus Gonteb
 - Roads Authority – Mr Kondjeni Mweuhanga & Mr JK Asino

4. EIA Discussion Nathanael Nikodemus (Rian du Toit, Consulting Team)
 - *Environmental Management Consultants will be handling the legal aspects of the project, to make sure that we comply with the Environmental Management Act.*
 - *Why an EIA? The Constitution of Namibia states that we have to look at the environment when we do projects. In our Constitution there is a big component that forces us to look at the environment before we start with a project.*
 - **Rules and Regulations/Legislation – Constitution of Namibia, Environmental Management Act No.7 (2007)**

- *Environment defined - bio-physical (water, soil, plants, etc), heritage, money, culture, social and legislation*
- *Impacts – what we do and how that changes the environment (cause and affect)*
 - *Building a road: what is needed to build the road (layer works, materials), how does that change the environment, during operation what are the positive or negative effects of the road on the environment*
 - *Impacts can be positive or negative – water is needed for the project, but maybe the contractor drills boreholes which the community can use once the project has been completed, so it is a positive and a negative.*
- *Normal stakeholder concerns of road development projects:*
 - *Land – taken and no benefit to stakeholder*
 - *Water / Materials*
 - *Consider the gain of such a project: economic gain*
 - *Trees in the road reserve will be removed only if they are a safety concern, if not, they will be left*
- *The objective of Environmental Management Consultants is to:*
 - *Consult the public, stakeholders that know the area need to give their input (comments and concerns)*
 - *Consider the negative and positive impacts of the project*
 - *Present and Submit EIA and application for Environmental Clearance Certificate (ECC) application to the Ministry of Environment, Forestry and Tourism (MEFT) – they grant or reject ECC for this project*
 - *If ECC is granted, it is valid for 3 years, once this has been issued the project can commence. We need to avoid/minimise/reduce the negative impacts and enhance the positive impacts.*
We want to avoid – spillage, pollution (surface water/soil, etc), bad waste management practices, dangerous borrow pits, etc.
We want to have – good management (waste, fuel, pollution), leave the borrow pit in a good condition and ultimately have a good road that will benefit the community.
 - *Borrow pits: they must be left by the contractor in an acceptable condition.*
- *On the one hand we have the EIA to look at the impacts that this project will have and on the other hand we have the Environmental Management Plan (EMP) which will become part of the contractor’s contract which addresses the negative impacts to ensure that the negative impacts are avoided or mitigated, and positive impacts are enhanced by the contractor. This is a requirement by the MEFT that the EMP is included before they approve a project.*
- *What is the ultimate objective of an EIA? To maintain sustainability - a balance between development and conservation.*
- *You are welcome to raise your comments and concerns.*

5. Project Scope – Technical Discussion Nathanael Nikodemus (Rianus Gonteb, Consulting Team)

- *Project Activities*
 - *Reconnaissance visit took place in July 2022*
 - *Activities that have been completed: Topographical Survey, Geometric Design, Prelim Compensation Drawings, Centerline Survey and Material investigations*
 - *Road design & Tender document to be completed End of November 2022*
 - *Tender process takes 4 -6 months*
 - *Construction is expected to start by May/June 2023*
 - *24 months construction period*
- *Alignment*

- *We will mostly follow the existing alignment and we will not be looking at big drainage structures such as bridges, but we will still be able to follow the alignment and address the drainage issues. With regards to trees and the environment to make it safe for road users. You might have seen our surveyors in the field, they have recorded points to help tell us how the road will go, this includes water pipes, powerlines, houses in close vicinity of the road etc.*
- *We have to keep in mind that when we bring a new road the vehicle speed will increase, and we have to take care of road safety.*
- **Intersection/Accesses**
 - *Access roads to schools and clinics next to the road.*
 - *We will ensure that vehicle users can see any obstacles from a distance to ensure road safety.*
- **Borrow Pits**
 - *When we need to take material for construction, we will engage the community. We have completed the exercise of looking for suitable material.*
 - *In some instances, we might have to create earth dams which will be left for the community.*
 - *There is no compensation by law for construction material taken from borrow pits.*
- **Demining activities**
 - *Demining along the project route as well as the areas where material will be sourced from will be demined by the Namibian Police (NAMPOL).*
- **Compensation Policies**
 - *There is a compensation policy in place in the Road Ordinance Act which is engaged. We will have to look at the land use of the areas which will be affected by our alignment, such as agricultural fields, houses etc. Owners will be engaged with the assistance of local and traditional authorities to ensure that the rightful owners are being compensated.*
 - *It needs to be made clear that the compensation is for the loss of agricultural fields, homesteads, etc, but not for the material used for construction.*
 - *1.5km of fence needs to be relocated, owners will be engaged.*
 - *Limited effect on cultivated land – 6 fields will be affected, owners will be engaged and compensated accordingly.*
 - *1 homestead/building will be affected.*
- **Construction Water**
 - *We need look for water, if we cannot source enough, we will have to do some drilling. We need to be careful when doing that, we need to be careful and need to consider how much water is needed for construction, but also how much water is used by households and animals.*
- **Labour incentives & SME Contractors**
 - *Before we start with the actual construction, we will make sure that in the tender document the labour issues are considered. We need to make sure that the tender document speaks to the recruitment of people from this area for the construction of the road.*
 - *If skilled labour is not available in the area, we can secure the unskilled and semi-skilled labour from the area. There are also opportunities for people to be trained, to upskill themselves while working on the project. Hopefully once the project is completed people will use this skill and turn into SMEs that can take care of the maintenance of the road. The recruitment of the people will happen in consultation with the Governor, Councillors, Headmen and Traditional Authorities and that process will be laid out in the tender document.*

D3622 PROPERTIES AFFECTED	
	Design Alignment
Total Major Water Courses Crossed	0
Total Cultivated Land affected (Cut/crossed)	6
Homestead / Buildings Affected	1
Total length of Fences to be Relocated	± 1.51
Total Length along the River System.	0
Total lengths of Access Roads	± 3.45 km
Total Length through Green field (Incl. Access Roads)	± 3.00 km
Total Length (including Access Roads)	± 28.45 km

6. Questions & Answers

1. **Comment (Headman John Kapia):** There will be cooperation between us and the engineers to ensure that we do not allocate land in such a way that people will encroach on the road and delay the project. Explained benefits of road to community.
2. **Q (Ruben):** Could we obtain the project information/maps for inputs?
A (Rianus Gonteb): The project information will be provided at a later stage after the internal approvals have been completed.
3. **Q (Tuyoleni Ndjoba & Maria):** Please shed light on the recruitment process / the process should be focussed on the individuals living in the project areas as well as the youth / unskilled labour should be reserved for the local inhabitants
A (Nathanael Nikodemus): The recruitment process will only be dealt with at the next phase of the project. It will be done consultation with the Governor's Office, Region council, Constituency Offices, and the Traditional Authority Offices, i.e., headmen/women etc. The unskilled local inhabitants and the youth would receive preferential treatment.
4. **Comment (Matheus):** We thank the KfW for financing this project. Skilled labour is available in the area.
5. **Comment (Lasarus Ndahepeke):** Many people here worked on clearing the area for the existing D3622 track.
6. **Comment (Maleska):** VTC graduates should also be considered even if they do not have experience, they should get

7. Closing

Headman John Kapia

8. Prayer

Community Member

End of meeting 16:00



ATTENDANCE REGISTER

DATE: 22/09/22

VENUE: Omukukutu

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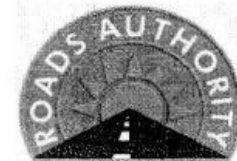
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Justus M Lincrofs		0815564445	



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Benifika Johannes		081 4863419	
Lukas Johanna		0815549420	
Norhago Taimi			
Shikongo Lovisa			
Priskilla Mushiki		0817380991	



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Nghichano	Ndahambeleka	0817287478	
Namweya	Saltid	081	
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Nghedimwe Frans		0816173203	Nghedimwe
Ndangaleke Jans		0816898220	Ndangaleke Jans
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Ndeuachoma Alby	Ohameva	0814642070	AL
Endjala Samo	Ohameva	081 4745967	ES
JECSON KAPULA			JK

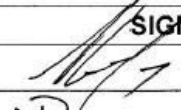
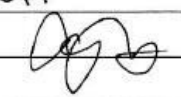


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NAME	EMAIL	CELL NR	SIGNATURE
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Maite Prickett			MP.
Rianus Gonteb	<u>gates@pregon.com.na</u>	<u>+26481290655</u>	
Nathanael Nikodemus			



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Meeting Minutes

Type of Meeting: Public Consultation Meeting
Venue: Oluwaya Village
Date: 22 September 2022
Time: 12h30 – 14h30

Agenda

1. Prayer – Mrs Helalia
2. Welcome – Headman Amno Shipena
3. Project and Project Team Introduction – Nathanael Nikodemus
4. Environmental Impact Assessment (EIA) Discussion – Nathanael Nikodemus (Rian du Toit)
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7. Closing – Community Elder
8. Prayer – Mrs Helalia

1. Prayer Mrs Helalia
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Total Length (including Access Roads)	± 28.45 km

6. Questions & Answers

1. **Q (Efinde School Principal – Given):** Who/which bodies are funding the project?
A (JK Asino): The funds have been secured through the KfW on behalf of the German Government.

2. **Q (Efinde School Principal – Given):** How will other schools benefit?
A (JK Asino): All schools / health centres / churches etc. will be provided with reasonable access to the main road. The DR3624 is also out on tender which will link schools at Efinde, we expect the award this year and public consultations are likely to take place in March 2023.

3. **Q (Elisabeth Sinana):** What does the borrow pit rehabilitation process entail.
A (Nathanael Nikodemus): all borrow pit areas will be rehabilitated. Thus, it will be left in a safe condition where people and animals could access without difficulty. The borrow pit will also be transformed into safe earth dams for rainwater storage.

4. **Q (Markus):** Please shed light on the recruitment process / could the recruitment include Angolan nationals?
A (Nathanael Nikodemus): The recruitment process will only be dealt with at the next phase of the project. It will be done consultation with the Governor's Office, Region council, Constituency Offices, and the Traditional Authority Offices, i.e., headmen/women etc. At this stage, the work is only earmarked for the Namibian nationals.

5. **Q (Johanna Shongwe):** Please elaborate on the compensation process/ would I directly be compensated if my crop field is being affected?
A (Nathanael Nikodemus): The RA adopt the compensation policy as issued by the Government. Only certain areas are subjected for compensation, these are

agricultural/cultivated land, fruit bearing trees, homesteads etc. All compensation will be done through the relevant authorities to make sure that the rightful owners are identified.

6. **Q (Markus):** If I have inherited land and I do not have a landownership certificate, what do I need to do?

A (Nathanael Nikodemus): You need to contact the relevant authorities to obtain one.

7. **Q (Efinde School Principal – Given):** When will the D3624 project commence? It was supposed to be constructed before D4119 and D3622.

A (Nathanael Nikodemus): The RA is in a process to finalise the procurement for the consultants. The D3624 is being constructed in 2 phases, we are lucky that this road has received funding as well and that it can be constructed now.

7. Closing

Headman Amno Shipena

8. Prayer

Mrs Helalia

End of meeting 16:00



ATTENDANCE REGISTER

DATE: 22/09/22

VENUE: Oshwana

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Phupus Harkondo			
Gabriel Kaula			
Gabriel Shiviq.		0813424666	
Fabian Ndeshaanya		0812016880	
Andreas Alfens		0812882849	<i>Andreas</i>



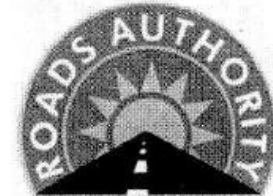
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DATE: 22/09/22

VENUE: Oluwaya

**PROJECT: Detailed Design, Tender Documentation, Contract Administration and Site Supervision
for the Construction to Gravel Standard of D4119: Omulondo - Oshuuli (16km) &
D3622: Omukukutu - Ombokola (32km), Ohangwena Region**

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NAKAPANSA Petrus		08185576444	N/A
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Selma Kakalolo		0817560563	S.K
Kalda Rauna		0817372188	K.R
Nghibolike Lijambekeni			N.R



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Natalia Petrus		0812945580	npetrus
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NAKWALUMBU HOSEA		0813268667	Hvanyika
Haashingola Junias		0810431829	HA JUNIAS
Elias Abele		0817542616	Elias Abele
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Gottlieb Kotto		0817492592	Gottlieb
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Kamati Filippus		0816256700	Kamati



Detailed Design, Tender Documentation, Contract Administration and Site Supervision for the Construction to Gravel Standard of D4119: Omulondo - Oshuuli (16km) & D3622: Omukukutu - Ombokola (32km), Ohangwena Region

Meeting Minutes

Type of Meeting: Public Consultation Meeting
Venue: Omboloka Village
Date: 22 September 2022
Time: 10h00 – 12h00

Agenda

1. Prayer – Mrs Ester Nghishiko
2. Welcome – Community Elder
3. Project and Project Team Introduction – Nathanael Nikodemus
4. Environmental Impact Assessment (EIA) Discussion – Nathanael Nikodemus (Rian du Toit)
5. Project Scope/Technical Discussion – Nathanael Nikodemus (Rianus Gonteb)
6. Q&A – all attendees
7. Closing – Community Elder
8. Prayer – Mrs Ester Nghishiko

1. Prayer Mrs Ester Nghishiko
2. Welcome Honourable Councillor Lonia Kaishungu, Oshikunde Constituency
3. Project and Project Team Introduction Nathanael Nikodemus
 - Enviro Management Consultants (EMC) – Mr Rian du Toit & Ms Maike Prickett
 - Pregon Consulting Engineers – Mr Rianus Gonteb
 - Roads Authority – Mr Kondjeni Mweuhanga & Mr JK Asino
4. EIA Discussion Nathanael Nikodemus (Rian du Toit, Consulting Team)
 - *Environmental Management Consultants will be handling the legal aspects of the project, to make sure that we comply with the Environmental Management Act.*
 - *Why an EIA? The Constitution of Namibia states that we have to look at the environment when we do projects. In our Constitution there is a big component that forces us to look at the environment before we start with a project.*
 - **Rules and Regulations/Legislation – Constitution of Namibia, Environmental Management Act No.7 (2007)**

- *Environment defined - bio-physical (water, soil, plants, etc), heritage, money, culture, social and legislation*
- *Impacts – what we do and how that changes the environment (cause and affect)*
 - *Building a road: what is needed to build the road (layer works, materials), how does that change the environment, during operation what are the positive or negative effects of the road on the environment*
 - *Impacts can be positive or negative – water is needed for the project, but maybe the contractor drills boreholes which the community can use once the project has been completed, so it is a positive and a negative.*
- *Normal stakeholder concerns of road development projects:*
 - *Land – taken and no benefit to stakeholder*
 - *Water / Materials*
 - *Consider the gain of such a project: economic gain*
 - *Trees in the road reserve will be removed only if they are a safety concern, if not, they will be left*
- *The objective of Environmental Management Consultants is to:*
 - *Consult the public, stakeholders that know the area need to give their input (comments and concerns)*
 - *Consider the negative and positive impacts of the project*
 - *Present and Submit EIA and application for Environmental Clearance Certificate (ECC) application to the Ministry of Environment, Forestry and Tourism (MEFT) – they grant or reject ECC for this project*
 - *If ECC is granted, it is valid for 3 years, once this has been issued the project can commence. We need to avoid/minimise/reduce the negative impacts and enhance the positive impacts.*
We want to avoid – spillage, pollution (surface water/soil, etc), bad waste management practices, dangerous borrow pits, etc.
We want to have – good management (waste, fuel, pollution), leave the borrow pit in a good condition and ultimately have a good road that will benefit the community.
 - *Borrow pits: they must be left by the contractor in an acceptable condition.*
- *On the one hand we have the EIA to look at the impacts that this project will have and on the other hand we have the Environmental Management Plan (EMP) which will become part of the contractor’s contract which addresses the negative impacts to ensure that the negative impacts are avoided or mitigated, and positive impacts are enhanced by the contractor. This is a requirement by the MEFT that the EMP is included before they approve a project.*
- *What is the ultimate objective of an EIA? To maintain sustainability - a balance between development and conservation.*
- *You are welcome to raise your comments and concerns.*

5. Project Scope – Technical Discussion Nathanael Nikodemus (Rianus Gonteb, Consulting Team)

- *Project Activities*
 - *Reconnaissance visit took place in July 2022*
 - *Activities that have been completed: Topographical Survey, Geometric Design, Prelim Compensation Drawings, Centerline Survey and Material investigations*
 - *Road design & Tender document to be completed End of November 2022*
 - *Tender process takes 4 -6 months*
 - *Construction is expected to start by May/June 2023*
 - *24 months construction period*
- *Alignment*

- *We will mostly follow the existing alignment and we will not be looking at big drainage structures such as bridges, but we will still be able to follow the alignment and address the drainage issues. With regards to trees and the environment to make it safe for road users. You might have seen our surveyors in the field, they have recorded points to help tell us how the road will go, this includes water pipes, powerlines, houses in close vicinity of the road etc.*
- *We have to keep in mind that when we bring a new road the vehicle speed will increase, and we have to take care of road safety.*
- **Intersection/Accesses**
 - *Access roads to schools and clinics next to the road.*
 - *We will ensure that vehicle users can see any obstacles from a distance to ensure road safety.*
- **Borrow Pits**
 - *When we need to take material for construction, we will engage the community. We have completed the exercise of looking for suitable material.*
 - *In some instances, we might have to create earth dams which will be left for the community.*
 - *There is no compensation by law for construction material taken from borrow pits.*
- **Demining activities**
 - *Demining along the project route as well as the areas where material will be sourced from will be demined by the Namibian Police (NAMPOL).*
- **Compensation Policies**
 - *There is a compensation policy in place in the Road Ordinance Act which is engaged. We will have to look at the land use of the areas which will be affected by our alignment, such as agricultural fields, houses etc. Owners will be engaged with the assistance of local and traditional authorities to ensure that the rightful owners are being compensated.*
 - *It needs to be made clear that the compensation is for the loss of agricultural fields, homesteads, etc, but not for the material used for construction.*
 - *1.5km of fence needs to be relocated, owners will be engaged.*
 - *Limited effect on cultivated land – 6 fields will be affected, owners will be engaged and compensated accordingly.*
 - *1 homestead/building will be affected.*
- **Construction Water**
 - *We need look for water, if we cannot source enough, we will have to do some drilling. We need to be careful when doing that, we need to be careful and need to consider how much water is needed for construction, but also how much water is used by households and animals.*
- **Labour incentives & SME Contractors**
 - *Before we start with the actual construction, we will make sure that in the tender document the labour issues are considered. We need to make sure that the tender document speaks to the recruitment of people from this area for the construction of the road.*
 - *If skilled labour is not available in the area, we can secure the unskilled and semi-skilled labour from the area. There are also opportunities for people to be trained, to upskill themselves while working on the project. Hopefully once the project is completed people will use this skill and turn into SMEs that can take care of the maintenance of the road. The recruitment of the people will happen in consultation with the Governor, Councillors, Headmen and Traditional Authorities and that process will be laid out in the tender document.*

D3622 PROPERTIES AFFECTED

	Design Alignment
Total Major Water Courses Crossed	0
Total Cultivated Land affected (Cut/crossed)	6
Homestead / Buildings Affected	1
Total length of Fences to be Relocated	± 1.51
Total Length along the River System.	0
Total lengths of Access Roads	± 3.45 km
Total Length through Green field (Incl. Access Roads)	± 3.00 km
Total Length (including Access Roads)	± 28.45 km

6. Questions & Answers

1. **Q (Russels Shapwa – School Principal):** We understand that the sports field will be affected by the road alignment.

A (Rianus Gonteb): The aim for the road alignment is to create a safe environment for both road users and pedestrian, in this case, school children etc. If for some reason, areas are affected, it be subjected to the compensation policy. We are aware, through social responsibility the sports field could be constructed somewhere else.

2. **Q (Russels Shapwa – School Principal):** Please notified the various authorities when the project teams are doing their field work

A (Rianus Gonteb): Formal communications have been done by the RA / Consultant Team through the Governors/Regional Council/Traditional Authority (headmen/women) offices. Further communications will be done on an ongoing basis.

3. **Q (Haikali & Magdalena):** Please shed light on the recruitment process:

A (Rianus Gonteb): The recruitment process will only be dealt with at the next phase of the project. It will be done in consultation with the Governor's Office, Region council, Constituency Offices, and the Traditional Authority Offices, i.e., headmen/women etc.

4. **Comment (Veronika):** Thank you. This road is long overdue. I live in Windhoek but cannot travel home to visit my family with my own car because of the road, I have to leave it at the main road and find lift.

7. Closing

Community Elder

8. Prayer

Mrs Ester Nghishiko

End of meeting 16:00



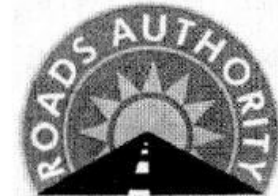
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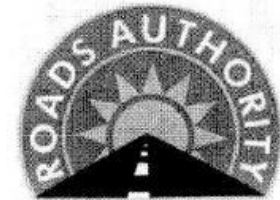
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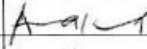


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Tuha Feni Sitaleni		0816973465	
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Johannes Kativa		0814455532	
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Johannes mbuda			



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Abraham Vilho I		0818582342	Abraham



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Tommas GABRIEL			
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Kamati Petrus		0817432216	
Kamati Petrus		0817992582	
Vilho Gerson		0812594769	
Mathews Mundulo		0817493279	
Abraham Johannes		0816898072	
Simon Natanael			
Nyamba Israel		0816664704	
Lumbendo Velinasia		0813748227	N/A
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D3622: Omukukutu - Ombokola (32km), Ohangwena Region**

NAME	EMAIL	CELL NR	SIGNATURE
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ATTENDANCE REGISTER

DATE: 22/09/22

VENUE: Ombeloka

**PROJECT: Detailed Design, Tender Documentation, Contract Administration and Site Supervision
for the Construction to Gravel Standard of D4119: Omulondo - Oshuuli (16km) &
D3622: Omukukutu - Ombokola (32km), Ohangwena Region**

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