

ENVIRONMENTAL MANAGEMENT PLAN

HOADA CAMPSITE



Prepared for the renewal of Environmental Clearance

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DISCLAIMER

This document was prepared by Henriette Potgieter with all reasonable skill, care and diligence, utilising resources devoted to the project by agreement with the proponent. Information contained herein is based on the best professional interpretation of data at the time of writing. Data was collected by the author and provided by the proponent, accepted in good faith as being accurate and valid at the time of writing.

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ABBREVIATIONS

EAP	Environmental Assessment Practitioner
ECC	Environmental Clearance Certificate
EIA	Environmental Impact Assessment
EMA	Environmental Management Act
EMP	Environmental Management Plan
JMC	Joint Management Committee
JV	Joint Venture
MAWF	Ministry of Agriculture, Water and Land Reform
MEFT	Ministry of Environment, Forestry and Tourism

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1 INTRODUCTION

1.1 Background

The #Khoadi-//Hoas Conservancy owns 100% of the shares in Grootberg Lodge (Pty) Ltd and has tourism rights to the land in terms of a leasehold agreement with the Ministry of Agriculture, Water and Land Reform for two establishments, Grootberg Lodge and a community campsite, Hoda. The conservancy appointed Journeys Namibia Management Group (Pty) Ltd (the proponent) as the marketing, management and reservations company.

The proponent contracted Henriette Potgieter to update the Environmental Management Plan (EMP) and apply for the renewal of Environmental Clearance for Hoda Campsite.

This Environmental Management Plan highlights the management measures that will be implemented in order to mitigate the environmental impacts of the proposed activities. The EMP is a legally binding document, and the applicant is committed to the implementation of the management measures, monitoring programmes and other plans as presented herein.

1.2 Changes since the last ECC

No significant changes were made since 2018.

2 PROJECT DESCRIPTION

2.1 Guest facilities

2.1.1 Standard camp sites

There are 7 standard sites, each with the following facilities:

- Accommodates 6 people
- Parking for 2 vehicles
- Braai
- Cooking area with running water
- Outdoor shower and flush toilet

2.1.2 Group camp site

One site for a large group.

- Accommodates 14 people
- Braai
- Cooking area with running water
- 3 showers and 3 flush toilets

2.1.3 Self-catering tents

There are four basic Meru tents, set on concrete platforms. Each tent is en suite, with a shower and toilet, and has its own food preparation and braai area.

2.1.4 Main area

One building made of locally sourced stones with corrugated iron roof and containing:

- Reception
- Office
- Bar storeroom
- Management house: kitchen, sitting room, 2 bedrooms and bathroom with shower and toilet

Viewing deck, made of *Prosopis* wood.

Swimming pool in a natural rock hollow. The inside of the pool is sealed with fibreglass and painted.

2.1.5 Activities

No activities are marketed or offered by management, but a staff member is allowed to offer a cultural experience on an ad hoc basis. He walks with visitors to his nearby farm, where his family offers their company and hospitality.

2.2 Staff accommodation

Hoada Campsite has one manager, 5 camp hands and 2 housekeepers.

The manager lives in a flat in the main area.

Accommodation for junior staff:

- 2 double rooms, made of bricks and with corrugated iron roof
- 1 tent
- Shower and toilet made of bricks and with corrugated iron roof
- Kitchen/dining area made of bricks and with corrugated iron roof

2.3 Support services

There is no vehicle or workshop. General maintenance is done by the camp staff with assistance from Grootberg Lodge.

2.3.1 Water supply and reticulation

Water is supplied from a 120 m deep borehole 2 km from camp. The borehole supplies both Hoada campsite and a farming family who lives on the site of the borehole, but Grootberg Lodge maintains the borehole and pump. A diesel pump sends water directly to the camp, where it is kept in two 10,000 litre tanks. Approximately 5,100 litres of water is used per day.

2.3.2 Wastewater and sewerage

Sewage drains into six septic tanks. Once a month the sewage is pumped out and removed by the Erwee village council.

Shower and basin water drains to evaporation areas on the ground at each outlet.

2.3.3 Solid waste

Each camp site and tent has a rubbish bin that is emptied daily. Rubbish is sorted and stored behind reception in a 10,000 ltr water tank with a door cut out, collected weekly and taken to Palmwag where it is collected by the Wecke & Voigts truck and transported to Windhoek for recycling. I

2.3.4 Energy

There is no electricity supply to the camp sites or staff village. The four self-catering tents have a small solar system each for lights and charging small electronics. Two small solar panels and two batteries provide electricity for the office. Lights, a computer and two-way radio system are run off this system.

Hot water for showers and kitchen sink is provided by donkey boilers located above the braai at each site/tent and heated when guests make a fire for their braai. Firewood is bought from surrounding communities and sold at Hoada.

2.3.5 Access

The campsite is 500 m from the C40 via a compacted dirt road, maintained by Grootberg Lodge. It is a flat road without culverts, and is maintained by tyre dragging.

3 MANAGEMENT MEASURES

3.1 Aims

The Environmental Management Plan (EMP) has three main aims:

- Identify possible impacts associated with the project
- Propose measures to mitigate or set off negative impacts
- Detail the actions required to effectively implement mitigation measures

Implementation actions aim to minimise negative impacts and enhance positive impacts that originate from both the construction and the operational phases.

This EMP illustrates the commitment of the proponent to follow sustainable tourism best practices. It is a legally binding document and constitutes an environmental contract between Journeys Namibia Management Group (Pty) Ltd and the Government of the Republic of Namibia, represented by MEFT: office of the Environmental Commissioner.

The EMP is a living document that will be updated as new information, policies, authority guidelines and technologies develop.

3.2 Responsibilities

The proponent is ultimately responsible for the implementation of this EMP.

The teams and/or persons who are expected to implement the EMP in situ, and their roles and responsibilities as defined by Journeys Namibia are listed in Table 1.

Table 1. Persons and teams responsible for the EMP

Person/Team	Responsibilities
OPS: Operations Director and Group Asset & Maintenance Manager	Overall responsibility for implementation of EMP. Support to the construction and other contractors. Support and direction to the lodge staff for implementation of the EMP.
Maint: Maintenance team	Maintenance and cleaning of buildings, vehicles, machinery, sewerage and waste systems at Campsite.
Mgt: Manager at the campsite	Overall management of the campsite. Supervision of all staff, including maintenance team and guides.
Guides: Employed by the campsite	Transport of guests. Ensuring appropriate human-wildlife interactions.
Contractor: Construction and other maintenance	Ensuring their staff and sub-contractors are informed of the measures in the EMP. Ensuring that their staff and sub-contractors adhere to all the EMP measures.

3.3 Operational phase

Table 2. Operational phase management measures

NATURE OF IMPACT	MANAGEMENT MEASURES	RESPONSIBILITY
Biodiversity		
Impacts associated with human-wildlife interaction	Guests and employees are made aware that they are in a sensitive environment, and are taught the appropriate way to interact with wildlife.	Mgt. Guides.
	No animal, plant or other natural resource may be disturbed, violated, mutilated, destroyed, killed or removed.	All
Protected animal species are affected by operational activities.	Avoid sites with nests, burrows, dens etc. of protected species.	All
	The greater area around the project site should be regularly searched for snares.	Mgt
Lights affect animals, disrupting behaviour and potentially causing mortality	Lighting must be subdued and lights must be angled towards the ground. Outdoor lights must be turned off at the end of the evening when guests are in their tents.	Ops. Mgt.
Protected plant species are affected by operational activities.	Protected, rare or endangered plants will be identified and marked. Staff will be trained to avoid any form of disturbance, damage or removal of these species and individual plants.	All
Damage to plants and animal habitats	Ensure that only permitted access roads and paths are used by employees, guests and vehicles at all times.	Mgt
	No off-road driving is allowed.	Mgt. Guides.
	A limited amount of firewood may be used for ambience fires. No firewood may be collected in the concession and all firewood must be bought from reputable, bush-clearing sources.	Mgt
	No picking of plants or plant parts, digging or any other damage-inducing activity is permitted.	All
	Employees are educated on the need to refrain from the destruction of plants and animals, as well as from indiscriminate defecation, waste disposal and pollution of soil and water resources.	Mgt
	Journeys Namibia shall preserve and protect the concession area, surrounding landscape, its game and botanical species, and shall ensure that all guests, contractors and employees who enter the concession area do likewise.	Ops. Mgt.
Spread of invasive vegetation	The area will be kept free of any alien vegetation that has or may inadvertently be introduced.	Mgt
Vehicle use		
Erosion of and damage to roads and tracks	Regular maintenance of roads and tracks.	Maint
	Implement measures to disperse concentrated water flow and repair erosion at such locations.	Maint
	Make and maintain culverts	Maint
Off-road driving causes compaction of and damage to soil	No off-road driving is allowed. Only permitted access roads and paths are used by employees, guests and vehicles at all times.	All
	Making tracks next to a road is not allowed. Taking shortcuts is not allowed.	All
	Areas with sensitive, compactable soils should be avoided (vehicles compact the soil, preventing water and root penetration and tracks remain visible for years).	Mgt. Guides.

NATURE OF IMPACT	MANAGEMENT MEASURES	RESPONSIBILITY
	New roads and tracks have to be authorised and are developed according to the road plan.	Ops
	Vehicles are parked only in designated parking areas.	All
Operational activities		
Contamination of soil and groundwater by toiletries, housekeeping and general cleaning chemicals	Kitchen and housekeeping soaps and detergents are biodegradable and eco-friendly.	Mgt
	Biodegradable and eco-friendly guest amenities are provided.	Mgt
Contamination of soil and groundwater by paint, thinners, varnish, turpentine, detergents, etc.	These substances are stored in sealed, clearly marked containers and only in designated store rooms. Care is taken to avoid spills and unnecessary contact with soil, water, vegetation and animals. Decanting is done over a drip tray to prevent spillage and further than 40 m of any natural water source.	Mgt. Maint.
Fuel storage and refuelling procedures cause soil and groundwater contamination	Fuel is stored in appropriate receptacles and on an impermeable, bunded surface.	Maint
	Fuel is dispensed over impervious, bunded surface or drip trays.	Maint
	Oil pans to be used in vehicle parking areas under vehicles that leak.	Maint
Machinery use disturbs the natural quiet	Graders, tractors, diggers, power tools, swimming pool pump, freezer compressors and other noisy equipment are used during daylight hours only.	Mgt
Exhaust emissions cause air pollution, and oil leaks contaminate the soil	Vehicles are serviced regularly and monitored for excessive exhaust emissions.	Mgt. Guides. Maint
	Generator and other equipment are monitored for excessive exhaust emissions.	Mgt. Maint.
Burning of waste causes air pollution	Limited amounts of packaging may be burned in a designated pit. Only packaging that is dirty and cannot be recycled may be burnt.	Mgt. Maint.
Water use		
Aquifers are depleted by over-use.	Water conservation must be actively promoted. Guests to be informed of water scarcity and encouraged to participate in water conservation.	Mgt
	Measure and record water use, calculate the usage per bednight and compare it with usage targets.	Mgt
	Repair any leak in the water reticulation system within 24hrs of detection	Mgt
	Use water saving devices such as dual-flush toilets, a brick in the cistern, low-flow showerheads, bucket in shower, etc.	Ops
Solid waste		
Large volumes of waste are generated and cause ecological damage	All physical waste should be managed and either recycled or appropriately disposed.	Ops. Mgt.
	No waste of any kind may be buried in riverbeds.	Mgt
	Appropriate waste bins must be provided at the point of source. All waste bins will be covered and secured to be animal proof.	Ops. Mgt.
	A waste holding cage that is bird and animal proof will be used to store the solid waste before it is transported to a municipal dump site. This area should be fenced and secured and it should have a concrete floor to ensure that it can be suitably maintained and no ground seepage will occur.	Ops

NATURE OF IMPACT	MANAGEMENT MEASURES	RESPONSIBILITY
	Recyclable waste is removed and transported to Rent-a-drum.	Mgt
	Glass, tins, cans, foil, plastics, paper and cardboard are examples of recyclable waste.	
	Waste that cannot be recycled or sold will be stored on site in suitable containers. This must be disposed of at a permitted waste site.	Mgt
	Limited amounts of packaging may be burned in a designated pit. Only packaging that is dirty and cannot be recycled may be burnt.	Mgt
	Organic waste should be donated to a nearby community for animal feed, otherwise it will be removed from the concession and transported to Windhoek.	Mgt
Sewage and waste water management		
Discharge of effluent contaminates soil and groundwater, and causes ecological damage.	Septic tanks and soak-aways should be monitored daily and maintained. Fat/grease traps at kitchen outlets should be maintained.	Mgt. Maint.
Unpleasant odours	Qualitative monitoring of odours.	Maint
	Should unpleasant odours be identified, the source of the odours must be identified and remedied within 1 week of identification.	Maint
Energy		
Fossil fuels contribute to global warming and cause pollution	Diesel generator should be used as a backup to the solar system and not a primary energy source. Diesel usage should be monitored and measured against targets.	Mgt
	Maintenance of the PV system as instructed by the manufacturer.	Mgt. Maint.
Employees and guests on site		
Health and safety of guests and staff	The staff and guests shall adhere to any rules and regulations that MEFT may prescribe at all times as well as the management measures in this document.	Mgt
	Access to the site must be restricted to employees and guests only.	All
	Comply with all national, regional and local legislation and regulations governing workplace equity and diversity.	Ops. Mgt.
	Comply with all national, regional and local legislation and regulations governing health and safety measures.	Ops. Mgt.
	Protective clothing is provided to employees.	Ops. Mgt.
	Adequate first aid kits are available and regularly maintained. A suitable number of employees are trained in first aid.	Ops
	On-site staff housing is large enough, secure, clean, and provided with water, sanitation and energy.	Ops
	Employees and guests are made aware of procedures to follow in the event of an emergency, e.g. which person to contact, how to contact him/her during the night; evacuation routes; assembly points.	Mgt
	Employees responsible for guest transport have valid licences and public driving permits.	Ops. Mgt.
	All precautions are taken to prevent the outbreak and spread of fires. Employees are aware of the necessary precautions.	Ops. Mgt.
	Fire fighting equipment is available, regularly maintained, and employees are trained in fire safety.	Ops. Mgt.

NATURE OF IMPACT	MANAGEMENT MEASURES	RESPONSIBILITY
	Fire extinguishers are strategically located throughout the developed area.	Ops. Mgt.
	Gas canisters will be stored in Bureau of Standards approved structures.	Ops
EMP implementation		
Ensure effective implementation of the EMP	Biannual internal audit should be done to monitor compliance with this EMP.	Ops
	Bi-annual environmental reports should be submitted to MEFT.	Ops
Independent, objective assessments of compliance with EMP	Eco Awards is an independent assessor. Keep assessments up to date according to Eco Awards guidelines. Submit self-assessments before expiry date.	Ops

3.4 Decommissioning and closure

Tourism has an indefinite projected lifespan, and since the #Khoadi-//Hoas Conservancy is dependent on the campsite for work and income, there is currently no intention to cease operations or decommission Hoada Campsite.

However, should closure and decommissioning be required, an extensive decommissioning plan will be drawn up and followed. Table 3 provides a concept level outline of management measures to be taken during decommissioning of the campsite.

The priority for closure will be to return the land as closely as possible to the pre-construction condition. Measures will be taken to prevent soil erosion and provide protection for vegetation re-colonisation. All structures and supporting infrastructure will be removed from the premises and taken to a registered land fill.

A site assessment will be carried out after closure to ensure that no structures remain, and that site rehabilitation has been achieved.

Table 3. Concept level management measures for decommissioning

NATURE OF IMPACT	MITIGATION	RESPONSIBILITY
Soil		
Compaction of and damage to soils, contamination	Construction guidelines will apply to prevent and mitigate impacts.	Ops & Contractor
Animals: habitat disturbance; death of animals		
Death of animals, poaching, habitat or behaviour disturbance	Construction guidelines will apply to prevent and mitigate impacts.	Ops & Contractor
Vegetation: destruction of & damage to plants; disturbance of soil		
Soil erosion	The site will be suitably re-vegetated. If this is not appropriate, then it will be covered with scrub to prevent soil erosion and to provide protection for colonising vegetation.	Ops & Contractor

NATURE OF IMPACT	MITIGATION	RESPONSIBILITY
Alien plants	Follow-up inspections will be done to ensure that alien or invasive plants and weeds have not recurred.	Ops & Contractor
Damage to vegetation	Construction guidelines will apply to prevent impacts.	Ops & Contractor
Infrastructure		
Buildings and support infrastructure	All structures will be completely removed to the satisfaction of MEFT.	Ops & Contractor
Roads and tracks	As required by MEFT, roads and tracks will be rehabilitated to a state as close as possible to the original condition of the area.	Ops & Contractor
Pathways	All pathways will be rehabilitated to a state as close as possible to the pre-construction condition.	Ops & Contractor
Hydrology		
Contamination of ground and surface water, erosion of river banks	Construction guidelines will apply to ensure limited impact.	Ops & Contractor
Negative visual impact		
Sewerage system	Septic tanks will be drained and removed. The area (including soak-away) will be filled with rubble or with fill from an environmentally acceptable source.	Ops & Contractor
Water pipes	All pipe lines will be removed from the concession.	Ops & Contractor
Electricity lines	All electricity infrastructure will be removed from the concession.	Ops & Contractor
Foundations, concrete slabs, holes in ground	All structures in or on the ground will be removed. All holes, pits and depressions will be filled.	Ops & Contractor
Ground surface retains signs of development	Ground surface will be raked, swept and levelled as appropriate. Rocks, stones and vegetable matter will be scattered as appropriate to return the ground to a state as close as possible to its original condition.	Ops & Contractor
Construction structures and facilities	Construction site office, facilities and structures to be dismantled and removed once decommissioning is completed	Ops & Contractor
Solid waste, sewage and waste water discharge		
Large volumes of rubble, materials and equipment	Everything will be removed from the concession and taken to a registered landfill.	Ops & Contractor
	Nothing will be burnt or buried on the concession.	Ops & Contractor
Ecological damage	Construction guidelines will apply to ensure limited impact.	Ops & Contractor
Machinery & vehicles: noise, contamination of soil and water by liquids, erosion of roads		
Noise, contamination of soil and water, erosion	Construction guidelines will apply to ensure limited impact.	Ops & Contractor
Construction staff damage local environment		
Disruption of ecological processes through physical acts and/or pollution	Construction guidelines will apply to ensure limited impact.	Ops & Contractor

NATURE OF IMPACT	MITIGATION	RESPONSIBILITY
Bush fires: destruction of habitat and death of animals		
Outbreak of fire	Construction guidelines will apply to ensure limited impact.	Ops & Contractor
Health and Safety of staff		
Injury to persons	Construction guidelines will apply to ensure limited impact.	Ops & Contractor

4 MONITORING

4.1 Water Monitoring

The aim of the water monitoring programme is to minimise water consumption and monitor the impact of effluent discharge on groundwater quality.

The MAWLR licences for effluent discharge and water abstraction and use should be current at all times and conditions set in these licences should be followed.

Surface water

Directly after rainfall events, water is collected in fissures in the boulders, and in short-lived ephemeral pans. There is no permanent surface water on the location of the Campsite.

Groundwater

The depth of the groundwater limits the possibility of contamination through percolation.

- Groundwater usage is metered and recorded monthly in order to manage water consumption.
- Water quality should be monitored at point of use (e.g. kitchen taps) and tested twice a year for mineral and bacterial content to ensure it is fit for human consumption.
- Effluent discharge should be tested according to the Effluent Discharge Licence.

4.2 Energy monitoring

Diesel, petrol and gas usage is monitored and recorded in monthly reports.

4.3 Environmental Performance

Environmental auditing is aimed at ensuring continual improvement in environmental performance. Hoada Campsite keeps records of environmental monitoring data which are used by Journeys Namibia to assess the level of compliance with environmental legal requirements and the commitments made in the EMP. The conservancy management committee also monitors the campsite performance.

5 CONCLUSION AND RECOMMENDATION

The project footprint remains light and within its circumscribed boundaries. There is a high level of compliance with the current EMP, and the manager and staff implement the measures in the Management Tables given in Section 3, as evidenced by a score of 92% in their 2024 Eco Awards assessment.

It is recommended that the Environmental Clearance Certificate for Hoada Campsite be renewed for three years.