

# **GUIDELINES FOR RESEARCHERS INVOLVING STUDY ON ETHIOPIAN WILDLIFE AND THEIR HABITATS**

## **Introduction**

Ethiopia possesses diverse, rare and endemic species of wildlife, which are of great value to science, education and tourism. These diverse species of wildlife are protected and managed in different conservation areas.

The Ethiopian Wildlife Conservation Authority (EWCA) recognizes research as the principal management tool for the conservation and sustainable utilization of wildlife. To this end, it carries out research on wildlife issues using its Wildlife Research Professionals. The researches conducted by its professionals are never adequate and it has been using the services of foreign researchers to fill the gap. Because of the growing need of the research, especially in our situation where the complexity of wildlife conservation is becoming a giant problem, the services of research has to be encouraged. Research projects designed to address problems already identified by EWCA are given priority. But, any research activity that has relevance to the promotion of knowledge related to Ethiopian wildlife is also considered.

EWCA has been giving research permits for interested foreign researchers who requested using its basic guideline. But, now it is felt that a formal guideline needs to be put into practice to cater for the ever-growing research requests so that researches shall be problem-oriented and useful for strengthening wildlife management.

In view of the aforesaid, the following research guideline has been made for researchers who intend to carry out research on wildlife and their habitats in Ethiopia.

### **1. Application and research commencement procedures**

To undertake any research activity related to wildlife and/or their habitat in Ethiopia (even beyond the conservation areas) whether it is short or long-term, the researcher should apply to EWCA for the intended research.

The completed application form should be submitted together with a detailed research proposal (following the standard project presentation format which is attached with these guidelines) to EWCA three months prior to the intended date of research commencement.

Students are required to attach a letter of recommendation from the head of the institution and grant paper from the funding institution with the completed application form and the research proposal.

If there is more than one researcher involved in the project, each person is required to complete the application form. The same project proposal may cover all applications.

The research will commence only after the proposal has been accepted and endorsed by EWCA. Hence, foreign researchers should not travel to Ethiopia before receiving a letter of confirmation.

After being given research permit, a memorandum of understanding between representatives of the two institutions, (i.e. the institution, from where the researcher is coming from, and EWCA) must be signed by the visiting scientist/the group leader/student and the EWCA. The representative of the foreign institute should have a letter of delegation.

Upon receipt of the permit to conduct the research, an individual file will be opened for the researcher (the same file covers co-researchers and assistants).

## 2. **Research and other fees**

The completed application and the research proposal should be sent to EWCA.

Research permit fee of **1000 USD** per researcher per year will be paid to EWCA if the researcher is a foreign researcher.

Those researchers who will investigate the problem, which EWCA has already identified, may not pay the required processing fee.

External researchers should pay a fee for the use of the following facilities:

- Office and laboratory facilities, accommodation and equipment when these are available.
- The assistance of game scouts and other professional field staffs when these can be spared from government duties.

Training costs of counterparts are covered by the foreign researching bodies.

## 3. **Specimen collection and management**

Research on genetic materials of endemic wild fauna and flora will be limited within the country unless the facilities are not available locally.

The collection of any specimens from conservation areas will be permitted when the research is of direct value to the management of protected areas and will not affect the biological or aesthetic quality of the area.

When practical and desirable, all specimens or a representative sample will be fully annotated and prepared for permanent preservation and will remain the property of EWCA.

## 4. **Reporting and publications**

Researchers have the obligation to provide written regular reports on the objectives, methods and progress of the research to EWCA. These progress reports should not necessarily meet the standards of scientific publication. They should, however, describe progress towards the project objectives. The reporting time will be:

- (a) In case of short-term research, which is less than six months, the researcher should submit a completed and final report which summarizes findings to date to EWCA at the end of the research period.
- (b) In case of long-term research, the researcher should submit progress reports every six months, which summarizes findings to date.

At the end of any research, a researcher (s) is (are) strictly required to provide EWCA with a brief report of work accomplished (activities and findings) before leaving the country. This report will contain a summary of the project's objectives and achievements as well as implications for management applications. Also included will be the date by which the data analysis will be completed and a detailed report will be submitted to EWCA.

After finalizing the data, researcher/s is/are obliged to send the results of the research to EWCA in any of the following ways:

- A/ Tape recording, film, etc.
- B/ A minimum of two copies of a Master's or a Ph.D. thesis
- C/ A minimum of three copies of reprints of published articles
- D/ A minimum of three copies of a book

The Ethiopian counterparts will be the co-authors in the research publications.

In all publications that resulted from the research, the association of the researcher with EWCA should be acknowledged.

EWCA will have the right to use, in pursuance of its own management objectives any information supplied by the researchers. However, EWCA recognizes that the researchers have rights to their information. Therefore, EWCA undertakes neither itself nor authorizes others under its control to publish information supplied by the researcher in scientific journals or the popular press unless written permission of the researcher has been previously obtained. However, EWCA will not be liable for unauthorized publications of the information supplied to it by the researcher.

## 5. **Miscellaneous requirements**

External researchers must be fully self- supported.

Every research activity shall have an Ethiopian counterpart from EWCA, regional states or the relevant Ethiopian institutions and the expenses of the counterpart will be covered from the research fund.

In case of the long-term research activity which is more than six months, capacity building in the form of training for the staff of EWCA (counterpart) or relevant regional experts where appropriate is recommended and institutional capacity building through the provision of scientific equipment, park strengthening and technology transfer to the country should be considered.

If the research work is not completed by the time it is expected, renewal of the agreement may be possible.

Tape recordings and films deposited with EWCA may be used only under the supervision of WCD but shall not be copied without the permission of the researcher.

Researchers are allowed to come with their families.

The researcher is expected to be fully aware of and abide by the proclamations, decrees and regulations related to wildlife conservation, biodiversity conservation, forest and environmental protection that Ethiopia happens to operate under at the time the research is being carried out.

The researcher should refrain from any form of political activity, religious proselytizing, or a similar activity and expected to respect the cultural values of the local communities, which he/she is to operate in.

This research guideline will be revised when deemed necessary.

## **Project presentation format**

### **1. Project title**

### **2. Background and justification**

- Brief statement of the problem or the situation that needs to be tackled.
- Development context (the contribution of the project to realize the objectives of wildlife conservation).
- Brief history of the project (its inception, who started it and when, etc.)
- Responsible implementing agency.

### **3. Objectives of the project**

- Immediate objectives.
- Development/long-term objectives.

### **4. Description of the project**

- Project components (activities to be carried out).
- Outputs of the project under each component.
- Activities of the project for each output.
- Inputs of the project to realize the stated outputs.

### **5. Location of the project (sites)**

- (Region, Zone, Wereda).

### **6. Cost and financing**

- Total cost of the project.
- Government contribution.
- Donor contribution.

### **7. Benefits**

- Economic benefits.
- Social benefits - such as contribution to poverty alleviation.
- Environmental benefits.
- Number of beneficiaries.

### **8. Institutional arrangements**

- Organizational structure of the project and its co-coordinating/supervising agency.
- Parties involved in implementation.

### **9. Duration and implementation schedule**

- Starting and completion date.
- Annual breakdown of activities.

### **10. Budget**

- Breakdown of the project budget by component and by type of input on a yearly basis.

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**APPLICATION FORM FOR RESEARCHERS ON  
ETHIOPIAN WILDLIFE AND THEIR HABITATS**

**1. Personal history**

- 1.1. Name \_\_\_\_\_
- 1.2. Nationality \_\_\_\_\_
- 1.3. Individual identification
  - 1.3.1. Date of birth \_\_\_\_\_
  - 1.3.2. Place of birth \_\_\_\_\_
- 1.4. Passport
  - 1.4.1. Number \_\_\_\_\_
  - 1.4.2. Date and place of issue \_\_\_\_\_
  - 1.4.3. Validity date \_\_\_\_\_
  - 1.4.4. Issuing authority \_\_\_\_\_
- 1.5. Permanent address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

1.6. Names and details of accompanying family (if any)

Name	Age	Passport No.	Relationship

1.7. Name and address of nearest relative to be contacted in case of emergency

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

1.8. Language ability

Reading	Speaking	Understanding

1.9. Name and address of institution affiliated with \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2. Academic history**

2.1. Education

Country	Institution	Date of attendance	Award

2.2. Field of training/specialization \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**3. Occupational history**

Country	Institution	Position	Date	Service year

**4. Research related information**

4.1. Subjects of your previous research work (if any) and its relation with the proposed research in Ethiopia. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

4.2. Topic, justification of the proposed research in Ethiopia and summarized information on the project \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
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4.3. Tangible capacity development and/or appropriate technology transfer Ethiopia is to expect \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

4.4. Names and details of participants (if any)

Name	Nationality	Passport No.	Visa No.	Education	Field of training

4.5. Sponsoring institutions (attach evidence of financial and/or other support)

\_\_\_\_\_

4.6. Source of research fund \_\_\_\_\_

\_\_\_\_\_

4.7. Amount of fund to be spent in Ethiopia for all the activities of the research

\_\_\_\_\_

4.8. Region/s of Ethiopia where the research is to be conducted \_\_\_\_\_

\_\_\_\_\_

4.9. Proposed length of stay in Ethiopia \_\_\_\_\_

\_\_\_\_\_

4.10. Date of application \_\_\_\_\_

I certify that all the aforementioned information is true to the best of my knowledge and is made in good faith.

Signature of applicant: \_\_\_\_\_

Date: \_\_\_\_\_