

MICET FACILITATION SERVICES

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MICET is a Malagasy association having as objective the Conservation of Tropical Ecosystems. It is a non profit organization in Madagascar promoting education, working on the conservation of endangered species and helping Malagasy villagers living around any natural ecosystem to protect the environment in Madagascar.

To accomplish this mission, we are open to any form of partnership with any organization or individual. At this time, we have collaborations with universities, institutions and researchers from all around the world.

If you are interested to study or to do research on the biodiversity, you can help us protecting the environment or preserving the biodiversity of Madagascar. There are few conditions from the Malagasy authority and Universities to be followed for anyone who will do research and work in Madagascar.

We are pleased to offer the following services to help any researchers conducting their fieldwork in Madagascar:

- Obtaining Research, collection and export permits
- Help on obtaining Visas extensions.
- Translation of Research Proposal (see Madagascar National Parks format attached) into French (official business language in Madagascar)
- Transportation from and to the airport on arrival and departure to abroad
- Making Hotel reservations in Antananarivo and other big cities
- Flight ticket reservations and confirmations
- Assistance in making contact with Malagasy professors and students
- Translation of the preliminary report into French
- Advice and assistance while in Madagascar
- Logistical assistance in medical and other emergencies
- Other miscellaneous services...

These services are offered as a block for a **lump sum fee of \$350**.

THE SERVICES UNDER THIS SUBTITLE ARE CONSIDERED AS A WHOLE BLOCK AND ARE CHARGED WHEN USED.

THE MICET FEE IS VALID FOR SIX MONTHS, AND NON-REFUNDABLE.

THE PRINCIPAL INVESTIGATOR AND EACH FOREIGNER ASSISTANT HAVE TO PAY SEPARATE FACILITATION/RENEWAL FEES.

PAYMENT BY VISA CARD IS POSSIBLE AT THE MICET OFFICE.

(*) The entrance fees for protected areas are not included in MICET general research facilitation service fee. The entrance fee amounts **Ar.100,000/person/protected area per month** (~1USD = Ar. 3,400)

VISA AND VISA EXTENSION

**** During the COVID situation, waiver from the Malagasy ministry of Foreign Affairs is required in order to apply for a visa at the Malagasy Consulate in your country. Please contact us for more info about this.**

Tourist visa can be bought at the airport for 40 Euros for anyone who will stay in Madagascar

less than thirty (30) days. Please note that this type of visa is **NON EXTENDABLE**.

If you are planning to stay more than thirty (30) days in Madagascar, then you should apply for a scientific research visa from the Malagasy Embassy in your country. Please contact us for this option so we can send you all forms to be filled

*Researchers who are coming to Madagascar should get a letter from his /her University stating that he /she is going to Madagascar for a research/ study/training (with the exact period of stay).

NEW

The CAFF CORE is holding a committee meeting every first Wednesday of the month (only once a month!!) to discuss and eventually approve all researchers 'proposal and report submitted to them. The document for requesting research permit should be submitted to them a week before that so please take this in account when you send your proposal. If the committee thinks that the proposal needs some modifications or more clarifications then it will only be discussed again on the next meeting after the re-submission.

Researchers are asked to give a debriefing at the Regional Office of the Ministry of Environment and Sustainable Development of the study area after the fieldwork. The responsible there will only issue the "authorisation de transport" after this presentation.

All researcher collecting biological samples should sign an Access and Benefit Sharing (ABS) engagement letter.

Do not hesitate to contact us for more clarifications.

RESEARCH PERMIT

Note from Madagascar National Parks which is the National organization managing protected areas in Madagascar and Ministry of Environment and Sustainable Development mention that one research proposal covers only one topic and should not have more than three (03) foreign researchers (one Principal Investigator, one assistant, and one supervisor). Additionally, at least one (01) Malagasy student from the University should be trained and/or assist the researcher and one (01) representative from the CAFF CORE committee (committee which gives approval for research in Madagascar) will supervise the research for about two (02) weeks.

According to the Malagasy authority, research permit is issued only for **six months** and should be renewed for a long term research. MICET is handling the permit renewal and will charge an additional \$200 per foreign researcher listed on the permit.

NB: Please note that after one renewal (i.e. after one year), researcher has to repay the total amount of MICET fees - \$ 350)

Please do not hesitate to contact us for more clarifications.

Permit renewal requires:

- Preliminary and / or progress report following MNP format
- Final report, one year after the fieldwork
- Research results (publications, papers, reports, ...)
- Copy of the previous stamped research permit

NOTES

****Access and Benefit Sharing (ABS) forms should be filled for researchers collecting genetic materials (including fecal samples). Please contact us for the forms**

All researchers should write an engagement letter :

Engagement letter of the PI to submit a preliminary report and final report which should include :

- i. coordinates of all sites
- ii. results of all identifications
- iii. number of individual captured / collected

iv. Recommendations for MNP

Concerning research proposal:

- **Positive and negative points of the chosen methodology should be clearly stated in the proposal**
- **Electronic version of cited references should be sent with the proposal (not only the reference)**

**OTHER REQUIREMENTS
(FROM MALAGASY GOVERNMENT, UNIVERSITIES, AND CAFF/CORE COMMITTEE)**

1 – Supporting Malagasy students

Each research project has to support and work with at least a legal Malagasy student from the University. In order to facilitate administration and paper work, we advise the project leader to work with a student from the University of Antananarivo. For a project working longer than 2 months in the field, the student will be preparing Masters or Doctorate. Conditions are changing according to the Department where the student is from but in general researcher is in charge of:

- The student's transportation to and from the field.
- The student's stipend (per diem) is Ar. 20,000 – Ar. 90,000 per day according to the department at the University and the level of student)
- The supervisor of the student has to go to the field to see and guide the student's work. Supervisor's per diem range from Ar. 50.000 – Ar 150.000 per day. The researcher is in charge of meals, lodging , and transportation of the supervisor
- Equipments
- Student's meals and lodging
- Expenses related to the edition of the student's thesis, publications (~ Ar. 400,000 to 500,000 depending on each department). This pays for photocopying and other expenses that students incur when completing their Masters and Doctorate. Researchers leave the Ar. 400,000 – 500,000 to MICET or department before departure from Madagascar. This latter will manage it for adequate use (with presentation of vouchers).

However, each Department/Mention at the University has its own requirement:

Please Note:

- 1- RESEARCHERS SHOULD PLAN IN STAYING 2 – 3 WORKING DAYS IN TANA TO PERFORM ADMINISTRATIVE PAPERWORKS (EG: GETTING RESEARCH PERMIT, BUYING ENTRANCE TICKETS FOR PROTECTED AREAS, COURTESY VISIT TO THE UNIVERSITY, DISCUSSION WITH MALAGASY PROFESSORS AND STUDENTS) BEFORE GOING TO THE FIELD.**
- 2- FROM NOW ON, IN ORDER TO GET AN EXPORT PERMIT, THE ORIGINAL RESEARCH PERMIT IS REQUIRED (WITH STAMPS FROM REGIONAL REPRESENTATIVE OF THE MINISTRY UPON ARRIVAL AND BEFORE LEAVING THE SITE AND STATING THE LIST OF SPECIMEN COLLECTED). ALSO BESIDES THE ORIGINAL PERMIT AND THE LIST , A CERTIFICATE OF ORIGIN (CERTIFICAT D'ORIGINE) , LETTER STATING THAT THE SAMPLE HAS BEEN VERIFIED (PROCES VERBAL DE CONSTATATION) AS WELL AS AUTHORIZATION FOR TRANSPORT IN MADAGASCAR (AUTORISATION DE TRANSPORT) ISSUED BY THE REPRESENTATIVE OF THE MINISTRY IN THE REGION ARE ALSO NEEDED FOR THE EXPORT PERMIT.**

PLEASE NOTE THAT THE RESPONSIBLE AT THE REGIONAL OFFICE WILL ONLY ISSUE THE “AUTORISATION DE TRANSPORT” AFTER THE DEBRIEFING THAT YOU PRESENT TO THEM AFTER YOUR FIELDWORK, SO PLEASE DO NOT FORGET TO SCAN THESE TO OUR EMAIL AND SEND ALL THESE DOCUMENTS (ORIGINAL) TO THE MICET OFFICE AS SOON AS POSSIBLE SO WE CAN GET YOUR PERMIT ON TIME. ADDITIONNALLY, RESPONSIBLE AT THE MINISTRY WILL NEED TO RE-CERTIFY ALL THESE SAMPLES BEFORE THEY CAN APPROVE THE PERMIT. IN OTHER WORDS, ALL SAMPLES HAVE TO BE SEEN ALSO BY RESPONSIBLE HERE IN TANA. FINALLY, AS FOR NOW, ALL EXPORTATION HAVE TO BE APPROVED BY THE MINISTER AND/OR THE GENERAL SECRETARY OF THE MINISTRY OF ENVIRONMENT AND SUSTAINABLE DEVELOPMENT

YOU NEED ALSO TO HAVE SAMPLES TO BE DEPOSITED AT THE UNIVERSITY BESIDE THE SAMPLE THAT YOU WILL BE EXPORTING AS A CERTIFICATE STATING THAT YOU DEPOSITED SAMPLES AT THE UNIVERSITY IS NEEDED IN ORDER TO APPLY FOR YOUR EXPORT PERMIT.

- 3- FEE FOR ONE EXPORT PERMIT (CITES OR NON CITES) IS INCLUDED WITHIN THE MICET FACILITATION FEE BUT IF RESEARCHERS REQUIRE MORE THAN ONE EXPORT PERMIT THEN HE/SHE SHOULD PAY FOR THESE EXTRA PERMITS (FEE FOR NON CITES PERMIT IS MGA 5,000 PER PERMIT AND CITES PERMIT IS MGA 10,000 PER PERMIT)**

Mention Zoologie et Biodiversité Animale:

- Student's per diem is Ar. 25,000/ day and the researcher is in charge of meals, lodging, and transportation for the student.
- Researcher has to pay Ar. 500,000 as a Department fee
- The supervisor of the student has to go to the field to see and guide the student's work for about 10 days to 2 weeks. Professor's per diem is 80,000Ar / day. Researcher is in charge of food, lodging and transportation.
- Give any materials (books, slide projectors, computer or other things according to the project's fund; used materials are accepted) to help the Department
- If the student is going as an assistant then the per diem is Ar. 30 000 and Supervisor fees are not applicable in that case.

Ecole Normale Supérieure (Teaching School):

- Student's per diem is Ar. 25,000/ day and the researcher is in charge of meals, lodging, and transportation for the student.
- Researcher has to pay Ar. 500,000 as a Department fee
- The supervisor of the student has to go to the field to see and guide the student's work. Professor's supervision fee is 80,000Ar / day. Researcher is in charge of food, lodging and transportation.
- Give any materials (books, slide projectors, computer or other things according to the project's fund; used materials are accepted) to help the Department
- Researcher should give a briefing of Methodology before going to the field and a short presentation of the result before leaving Madagascar.

Department of Botany

- The duration of the fieldwork for the student should be between 2 – 3 months. This time can be divided into 2 – 3 phases.
- Student's per diem is Ar. 25,000/day. The researcher is in charge of meals, lodging, and transportation for the student.
- Researcher has to pay a DEA / editing fee of Ar. 60,000 – Ar. 90,000/ month.
- The supervisor of the student has to go to the field (10days for each visit) to see and supervise the student's work. The professor should visit the student twice during the duration of the project. Professor's per diem is Ar.80, 000 /day. The researcher is in charge of meals, lodging, and transportation for the professor.
- Give any materials (books, slide projectors, computer or other things according to the project's fund; used materials are accepted) to help the Department
- The researcher has to pay a laboratory fee between Ar. 500,000 – Ar. 900,000 /student

Mention Anthropobiologie et Développement Durable and Mention Bassins Sédimentaires et conservation , University of Antananarivo

- Student's per diem is Ar. 25,000 and the researcher is in charge of meals, lodging, and transportation for the student.
- The supervisor of the student has to go to the field to see and guide the student's work.
- Give any materials (books, slide projectors, computer or other things according to the project's fund; used materials are accepted) to help the Department

- The researcher has to pay a 250 USD/student laboratory fee

Mention Entomologie, Culture, Elevage et Santé, University of Antananarivo

- The supervisor of the student has to go to the field during the student's fieldwork. Supervisor's per diem is Ar.150 000/day
- Send documents related to the research to the department beforehand.
- Leave traps used in the field for the department
- Give any materials (books, slide projectors, computer, laboratory equipment or other things according to the project's fund; used materials are accepted) to help the Department
- Give a presentation of accomplishments to the department at the end of the fieldwork.
- Malagasy student and / or professor should co-author in any publications related to the fieldwork.
- Each researcher has to establish an agreement of collaboration with the department.
- The researcher has to pay Ar. 1,500,000/year as a laboratory fee
- Student's per diem is Ar 90,000/day. The researcher is in charge of meals, lodging, and transportation of the student
- A special agreement should be established if the project is using the department facility.

Département Enseignement de Sciences et Médecine Vétérinaire (Veterinary School), University of Antananarivo

- The supervisor of the student has to go to the field during the student's fieldwork.
- Send documents related to the research to the department beforehand.
- Leave traps used in the field for the department
- Give any materials (books, slide projectors, computer, laboratory equipment or other things according to the project's fund; used materials are accepted) to help the Department
- Give a presentation of accomplishments to the department at the end of the fieldwork.
- Malagasy student and / or professor should co-author in any publications related to the fieldwork.
- Each researcher has to establish an agreement of collaboration with the department.
- The researcher has to pay Ar. 500,000/year as a department fee
- Student's per diem is Ar. 25,000/day. The researcher is in charge of meals, lodging, and transportation of the student
- If the student has doctorate and will be assisting researchers instead of doing his /her thesis, per diem is 30 000Ar /day

THESE REQUIREMENTS SHOULD BE FOLLOWED BY THE RESEARCHER. THE RELATED SUM IS TO BE PAID TO THE CONCERNED DEPARTMENT AT THE UNIVERSITY BEFORE DEPARTURE TO THE FIELD.

2 - Visit of the Malagasy student's Supervisor to the field

This is a requirement from the University. This visit should not exceed 15 days. Fees incurred include transportation, food, lodging, field equipment, health care, a per diem of Ar. 80,000 – 150,000/day. The amount of money is to be paid to the supervisor before departure to the field.

3 - CAFF/CORE Representative in the field

For any research in Madagascar, a CAFF/CORE representative must accompany the researcher in the field for supervision and report to the CAFF/CORE committee. The researcher must cover expenses of the CAFF/CORE representative.

Fees charged include transportation, food, lodging, field equipment, health care, a per diem of Ar.100,000 – 150 000/day (depending on the position of the person) . 50 % should be paid to the CAFF/CORE representative one day before departure to the field.

MISCELLANEOUS

1) Researchers must assume that Malagasy students and research guides do not have tents, sleeping bags, raincoats, boots, field notebooks, pens, etc. Those items should be then provided and labelled to MICET. At the end of fieldwork, any equipment provided by researchers should be left at, kept and managed by MICET for sustainable use.

2) MICET provides storage (freezer and/ or cooler) for your specimen for 10 USD / medium package per month.

3) Please understand that the services provided by MICET are not for profit but for sustainability of operations and are needed to cover expenses incurred to keep equipment, administration and communication functioning. Please take responsibility for payment so we can continue to offer these services.

4) Malagasy currency is Ariary with an exchange rate of US\$ 1 = Ar. 3,200, varying daily according to the economy .

N.B.

- Research proposal should be sent to MICET three (3) months before your field work. A research proposal form is available at MICET office in Antananarivo and will be sent to you by email with the MICET Facilitation Services. A research permits is valid usually for six (6) months. For any research longer than 6 month of fieldwork, research permits need to be renewed every 6 months. Permits renewals need your progress report and renewal fees.
- A preliminary report should be sent to MICET after your fieldwork. Final report (including advices for the conservation or management of the site) should be send back to MICET 12 months after fieldwork. Format of preliminary or final report is available at MICET.
- Please send your itinerary to the MICET office in Antananarivo at least one week in advance of travel. All expenses must be paid upon arrival in Madagascar at the MICET office in Antananarivo and are non-refundable.
- Copies of you publications or papers produced from the fieldwork should be sent to MICET.
- Charges can be paid in US\$, Euro, or Malagasy Ariary, based on the present exchange rate. Using traveller's checks in Madagascar is sometimes difficult so we advise researchers not to bring traveller's checks. Credit cards (VISA or MASTER CARDS) can be used at some stores and hotels in Antananarivo and other big towns of Madagascar.
- The services provided by ICTE/MICET are not for profit, but for the sustainability of operations and are needed to cover expenses incurred to keep equipment, administration, and communication functioning. Please take responsibility for payment so we can continue to offer these services. **All expenses should be wired in advance at the ICTE/MICET bank account** and are non-refundable. Charges can be paid in \$US, Euros, or Malagasy Ariary, based on the exchange rate.

TRANSPORTATION

If you wish to use MICET vehicles for any other scientific excursions, we are pleased to provide you vehicles. Vehicle rental is 60 USD / day; (the researcher is in charge of the fuel). The vehicle leaves Manakambahiny, the MICET office in Tana, full tank, and it has to come back to the office full tank as well.

Fees include repairs, car maintenance and driver's expenses (salary and per diem) and should be paid to MICET before leaving on trip. Researcher is in charge of driver's accommodation.

If the car is to make the return trip empty, the same amount of gas should be paid to MICET.