

PROCEDURE FOR APPLICATION OF RESEARCH PERMITS WITHIN
DEPARTMENT OF EARTH SCIENCES

Documents required:

- 1. Research Permit (Ministry of Education Science & Technology)**
- 2. Exploration/Excavation license (Ministry of National Heritage)**
- 3. Affiliation Status (National Museums of Kenya)**

1. Research permit

Access to Palaeontological, Palaeanthropological, Archeological and Palynological collections is contingent upon obtaining the following:

- i. Affiliation status to the NMK. This is granted upon submitting a letter of request accompanied by a short research proposal to Director General, National Museums of Kenya, email:
dgnmk@museums.or.ke or iofarah@africaonline.or.ke .
The application should be copied to Head Earth Science, email:
enmbua@museums.or.ke or enmbua@yahoo.com
- ii. A valid Research Permit obtained from the Ministry of Education, Science and Technology. This permit is issued by the Permanent Secretary, **Ministry of Education, Science and Technology, P.O Box 30040, Nairobi Kenya.**
{ Application forms are hereby attached (Form A) }

NB: Before submission of any application forms to the Ministry of Education, Science and Technology, one should be in possession of the affiliation status. Permits will not be processed without affiliation document.

2. Exploration/Excavation License

Permission to conduct field work in Kenya is contingent upon obtaining a valid Exploration / Excavation license from the **Ministry of State for National Heritage, P.O Box 62345 Nairobi.** **An applicant will request this permit through the Director General, National Museums of Kenya.** Copies of any application should be mailed to the Head Earth Sciences for further consultations. The Director General, in consultation with Head Earth Sciences, will apply for permits on behalf of the applicant to the Minister for National Heritage.

NB: Before requesting for an **exploration/excavation** license one should be in possession of an **affiliation status** and a valid **research permit.**

3. Student Status

- i. Graduate applicants will be required to produce an **introductory letter** from their supervisors when applying for relevant permits to undertake research.
- ii. Masters and undergraduate students are not allowed access to Palaeontological/Palaeanthropological collection **unless when accompanied by their supervisors.**

4. Fees

- i. **Research permit/excavation fees are outlined on Form A** from the Ministry of Education, Science and Technology and are payable to the relevant office within the Ministry upon arrival to Nairobi.
- ii. **Affiliation fees amount to US \$ 100 and are payable to the National Museums of Kenya, Accounts Section.** This, however, excludes bench fees which is outlined elsewhere.

PERMISSION TO CONDUCT RESEARCH ON FOSSILS AT THE NATIONAL MUSEUM OF TANZANIA

1. Apply for permission from:

Tanzania Commission for Science and Technology (COSTECH)
P.O Box 4302, DAR ES SALAAM, TANZANIA
Visit the COSTECH Webpage for application forms and procedures

2. For permission to study the specimens, write to:

Director
National Museums of Tanzania
P.O Box 511
Dar Es Salaam, Tanzania

NB: On arrival in Tanzania, all Researchers must obtain a Class C Residence Permit from the Immigration Services.