

**CENTRAL ZOO AUTHORITY  
(Ministry of Environment & Forests)**

<b>MASTER PLAN SUBMISSION CHECK-LIST</b>			
<b>S. No.</b>		<b>Yes</b>	<b>No</b>
1	Cover Page indicating the Name of the Zoo, Operator of the Zoo, Duration of the Master Plan, Year of Submission etc.		
2	The duration of the master plan should be 20/10 years with the provision of revision after 10 years.		
3	Certificate stating the Master Plan has been prepared by the following (name of the person, designation) and should contain their signature. Space should be left for the Member Secretary, Central Zoo Authority for counter signature.		
4	List of Contents (with page no.)		
5	Acknowledgement		
6	Preface by an competent authority		
7	Foreword by an competent authority etc.		
8	<p><b>PART-I</b> <b>Chapter – I</b> Introduction</p> <ol style="list-style-type: none"> <li>a. History of the Zoo</li> <li>b. Vision of the Zoo</li> <li>c. Mission of the Zoo</li> <li>d. Strategy of the Zoo</li> <li>e. Objectives</li> <li>f. Physical features like the topography of the area</li> <li>g. Geology</li> <li>h. Rock &amp; Soil</li> <li>i. Flora and fauna in Zoo premises</li> <li>j. Climate</li> <li>k. Rainfall</li> <li>l. Season</li> <li>m. Approach</li> <li>n. Demography of the surrounding area</li> <li>o. Legal Status of the Land</li> <li>p. Sources of Pollution, if any</li> </ol> <p>(for an existing zoo, the introduction section may also include, the present ground situation, layout, description of different facilities, difficulties faced in the management in the past and achievements)</p>		
9	<p><b>Chapter – 2</b> Appraisal of the present arrangement and constraints</p> <ol style="list-style-type: none"> <li>a. Animal section, veterinary section, store and feed supply section, sanitation section, maintenance section, security section, water supply section, disposal of solid waste &amp; liquid waste-sewerage, visitors amenities, lawns and gardens-landscape section and any other section peculiar to the zoo</li> <li>b. Animal Collection plan (existing)</li> <li>c. General Zoo administration section</li> <li>d. Research</li> <li>e. Conservation breeding</li> <li>f. Education and awareness</li> <li>g. Any other activity peculiar/ unique to the zoo</li> </ol>		

10	<p><b>PART-II</b>  <b>Chapter-III</b>  Future objective including vision, mission statement/ theme and strategy.</p>		
11	<p>Chapter - IV  Future action plan</p> <ul style="list-style-type: none"> <li>i) Proposed/recommended animal collection plan including population size (in tabular form, showing the existing no. of animals) and justification of keeping the endangered species.</li> <li>ii) Description of the layout plan of the zoo -  Layout map should be drawn on a scale 1:1000 to 1:5000 depending on area of the zoo with <u>contour interval</u> to be between 1mt to 5mt depending on topography, should also contain <u>signatures</u> of concerned authorities i.e Zoo Director/Curator, Chief Wildlife Warden/ Municipal Commissioner/Zoo Operator.</li> <li>iii) Director arrow on the layout plan e.g. North/ South direction.</li> <li>iv) Legend on layout plan</li> </ul> <ul style="list-style-type: none"> <li>a. The <b>Layout Plan</b> should show existing features like water bodies, precipices, forest patches, historical ruins, natural drainage, water channel, rock outcrops etc.</li> <li>b. visitor and service circulation</li> <li>c. Other amenities</li> <li>d. site for disposal of carcass</li> <li>e. Separate map for electricity supply lines</li> <li>f. Separate map showing arrangement for solid and liquid waste disposal/drainage.</li> <li>g. Separate map showing water distribution</li> <li>h. Separate map showing sewerage line</li> <li>i. The layout plan should also include details on , approach road to the zoo and vaious categories of roads &amp; paths, adjoining areas, parking arrangement, gates and barriers, administrative buildings- [zoo office, ticket counter, veterinary hospital], housing colony, industries in the surrounding areas, rail, roads - sources of pollution (if any)]</li> <li>j. The layout plan should be drawn following the given colour code: <ul style="list-style-type: none"> <li>I. Existing animal enclosures (black colour)</li> <li>II. Enclosures to be modified (green colour)</li> <li>III. Enclosures that need to be redone afterdemolishing the old structure (red colour) and.</li> <li>IV. Proposed new enclosures (blue colour).</li> </ul> </li> </ul>		

	<p>iii) Proposal to address the inadequacies and shortcoming identified in the appraisal report (as appraised in Part-I, 2 a). New activities if any, intended to be taken up.</p> <p>iv) Depending on the local condition of the zoo, other items may also be added – peculiar problems of the zoo-like off display conservation breeding centre and rescue centre.</p> <p>Items not relevant can be deleted.</p>										
12	<p><b>Chapter-V</b> Personnel planning:- (Proposed cadre strength to manage different works considering the activities indicated in the plan including phasing of their deployment, outsourcing etc.) Comparative statement with existing staff, sanctioned and proposed staff. (as per Recognition of Zoo Rules, 2009)</p> <table border="1"> <thead> <tr> <th>Name of Post</th> <th>Post Sanctioned</th> <th>Post filled up</th> <th>Proposed</th> </tr> </thead> <tbody> <tr> <td>(1)</td> <td>(2)</td> <td>(3)</td> <td>(4)</td> </tr> </tbody> </table>	Name of Post	Post Sanctioned	Post filled up	Proposed	(1)	(2)	(3)	(4)		
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(1)	(2)	(3)	(4)								
13	<p><b>Chapter – VI</b> Disaster management Plan to address problems faced during the natural calamities (Fire control, flood, cyclone situations, law and order break down, feed supply etc.)</p>										
14	<p><b>Chapter – VII</b> Contingency plan</p> <ol style="list-style-type: none"> <li>(1) Animal rescued from wild.</li> <li>(2) Escape of animals from enclosures.</li> <li>(3) Monkey and dog menace.</li> <li>(4) Arrangement of food in case of strike (non supply by contractor)</li> <li>(5) Snake bite.</li> <li>(6) Visitors getting injured/ visitors falling inside enclosure.</li> <li>(7) Fighting among animals</li> <li>(8) Epidemics</li> <li>(9) Breakdown of power supply etc.</li> <li>(10) Free ranging animals/ Feral animal menace</li> </ol>										
15	<p><b>Chapter- VIII</b> Capacity building Plan to upgrade skills of zoo staff, interaction with other zoos; regional cooperation with institution</p>										
16	<p><b>Chapter- IX</b> E-governance</p>										
17	<p><b>Chapter-X</b> a. Broad budget analysis for implementing the plan b. Construction and development c. Day to day maintenance</p>										

18	<p><b>PART-III</b>  <b>Chapter- XI</b>  Management Plan  (Budget)</p> <p>Detail out the activities to be taken up in the line indicated in the Master Plan of the zoo for a particular time frame – year wise in tabular form, prioritising of the works to be taken up in phases and financial year wise (as per work plan) and provide realistic estimates of the proposed works indicating the sources of funding. This should also contain revenue to be collected and funding expected to be received from the government and other sources.</p> <p>The management plan should also contain the procedure to be adopted and person responsible for carrying out different items of works with their financial and administrative powers.</p> <p>Note: Do not indicate Central Zoo Authority (CZA) for funds for implementing the work plan. The CZA provides fund on case to case basis and availability of fund to zoos.</p>		
19	<p><b>PART-IV</b>  <u>Annexures to the Master Plan</u></p> <ol style="list-style-type: none"> <li>a. Layout plan depicting the present setup (animal enclosures {including area provided in square meters}, mark viewing area for exhibits, location of feeding &amp; retiring cells, administrative building, visitor amenities, visitors pathway, service pathway, parking, feed store, hospital, post mortem house, carcass disposal area, etc).</li> <li>b. Separate layout map indicating distribution of electricity line</li> <li>c. Separate layout map indicating the storm water</li> <li>d. Older maps, if available to indicate stages of development.</li> <li>e. Existing animal collection plan/ inventory (Male: Female)</li> <li>f. Free living species occurring in the zoo campus</li> <li>g. Flora and fauna</li> <li>h. Sanctioned. proposed &amp; present staffing pattern and position</li> <li>i. List of buildings other than animal enclosures</li> <li>j. Notifications- creation of zoo society, acquisition of land etc., constitution of committees, legal status of land etc..</li> </ol>		
20.	<p><b>Others:</b></p> <ol style="list-style-type: none"> <li>1. Atleast 30% of the area earmarked for the zoo shall be kept under green belt and natural vegetation and the area for animal housing shall not exceed 30% area of the zoo (As per Recognition of Zoo Rules, Rule 10 - 3(4).</li> </ol>		

	<ol style="list-style-type: none"> <li>2. <u>Mobilizing financial resources for the implementation of master plan shall be the responsibility of the respective zoo operator.</u></li> <li>3. Detailed design of proposed animal enclosures may not be submitted with Master Plan document. The Same to Be Submitted Once Master (layout) Plan is approved and on case to case basis at the time of execution.</li> <li>4. The final Master Plan for the long-term development of the zoo should be submitted to the Central Zoo Authority through and obtaining the concurrence of the Chief Wildlife Warden of the State/ Municipal Commissioner/ Zoo Controller along with the counter signature of the Chief Wildlife Warden/ Municipal Commissioner/ Zoo Controller and the Zoo Director.</li> <li>5. The digitized layout plan preferably be prepared using the software's AUTOCAD.</li> <li>6. Soft copy of the layout plan should also be submitted to CZA in PDF or JPEG format. The soft copy of the text portion of the master plan in MS-Word format should also be submitted.</li> </ol>		
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