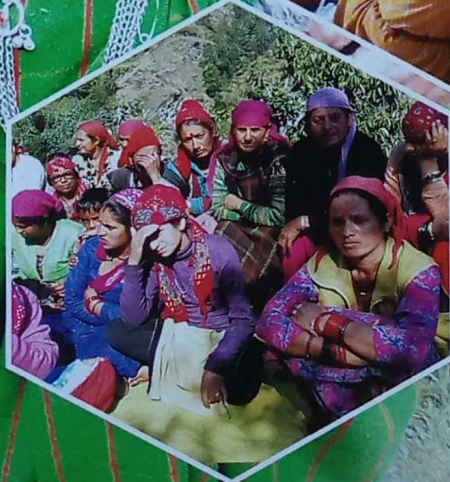


Loan Agreement No.: ID-P269

# PROJECT FOR IMPROVEMENT OF HIMACHAL PRADESH FOREST ECOSYSTEMS MANAGEMENT AND LIVELIHOODS

## GENDER ACTION PLAN





## **Foreword**

The Gender Action Plan Manual is an effort to ensure gender equality, social inclusion and empowerment of Women and vulnerable section of Society in the Project activities in project area.

This manual has been developed to help, build a common understanding between all field staff, Project staff at different levels on gender equality and social inclusion. Himachal Pradesh has achieved significant progress in addressing these issues, supported by many National and International Projects. However, still a large proportion of Himachal Pradesh population continues to be affected by discrimination.

This manual has been prepared by Ms. Meera Sharma, IFS Project Director (M&E), fine-tuned by Dr Indu Chandra Nagar, Co-Team leader and Livelihood expert (PMC) and designed by Sh. Raman Sharma, HPFS, Project Director (Admn. & Fin.). This document has been prepared keeping in view the requirement of Gender Action plan for the JICA funded "Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods (PIHPFEM&L)" and to have a robust Gender Action Plan to guide the planning, implementation & monitoring of Forest Ecosystems Management, Biodiversity Conservation and Community Development & Livelihood Improvement support activities in the Project Area and to provide equal opportunities to women, men and vulnerables.

The main objective of the guidelines is to help the Project & Forest Department staff to understand the Gender dynamics in Project implementation area and to follow the strategies to overcome the Gender inequalities within the Project implementation area. I hope these guidelines will help Field Staff and Project Staff in understanding the ways of amalgamating Project components and Gender Action Plan during planning, implementation and capacity building phases and further assist to follow some basic steps and processes to enhance the gender main streaming & empowerment at VFDS/BMC level, Project/Forest Department Field Staff at all levels. A more coherent approach among Project/ Forest Department/VFDS/BMCs will ensure further coordinated collective support in achieving Gender Action Plan (GAP) goals.

I understand that the Monitoring and Evaluation indicators, Performance Indicators will reflect the help in implementation of Gender Action Plan at different levels. During compilation of this manual Literature/ information from various publications of UN, USAID, and other National and International projects in Himachal Pradesh have been consulted.

I am sure that this document will certainly be able to achieve its objectives.

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## Gender Action Plan

### 1. Project Introduction:

#### 1.1 Necessity of Sustainable Forest Ecosystem Management in the State of Himachal Pradesh

The State of Himachal Pradesh (HP) is mountainous state, located in the North India at the foot of mountain region in the Himalayas, with the geographical area of 55,673 km<sup>2</sup> and the population of 6.865 million (2011 Census). Due to its undulating topography, wide range of elevations and climates, the state possesses various types of ecosystems, mainly of forest ecosystems. HP also serves as a major source of water for Indus and Ganga river systems and provides water resources for domestic, agriculture and industry water to downstream areas such as Delhi, Punjab and Haryana. The catchment area of the said river systems fall in forest area, which is under jurisdiction of HP Forest Department (HPFD), and its management and conservation of forest area in HP in terms of water resource conservation, which is one of important ecosystem services of forest area, is extremely crucial not only for HP but also socio-economic development of Northern and Western India.

According to Indian State of Forest Report (ISFR) 2015, the forest and tree cover of the state was 27.76% (15,453 km<sup>2</sup>), of which 5.79% was very dense forests, 11.46% were moderately dense forests, 9.14% was open forests, and 1.36% was scrub. Although forest cover of the state has been slightly improved from 14,668 km<sup>2</sup> in ISFR 2009 to 14,696 km<sup>2</sup> in ISFR 2015, the HP state has not achieved either the India's national target rate of 66.7% of the forestry coverage for the hilly mountainous area, nor HP State Forestry Sector Policy and Strategy (2005) target of 35.5%.

Moreover, insufficient quality of forest is key issue for HP. The open forest areas (less than 40% and more than 10% canopy density) and scrub areas (less than 10% canopy density) could be interpreted as an indication of the mixed picture of quality of forest, which would be the degradation, caused by mainly biotic pressure, as well as improvement, through regeneration and conservation effort. At the state level, since the open forest areas and the scrub areas are gradually improving between ISFR 2009 and ISFR 2015 through natural regeneration (NR) and HPFD's continuous efforts for artificial NR, protection and conservation etc., however, open forest proportion remains yet at high level as 34.6%. Also the forests in the state are under constant threats because of increased biotic pressure. Excessive and unsustainable usage of forest resources, including fodder and grass, by forest fringe community is also seen as one of concerns

for adverse impacts to forest areas and its ecosystem services. Also in last 10 years, more than 100,000 ha of forest have been damaged by forest fire (annually 10,000 ha average), mainly caused by the manmade fire.

In terms of grassland and pasture, which are important for ecosystem and also essential for people's livelihood in HP, its degradation has occurred at certain extent due to overgrazing or uncontrolled grazing. Degradations of both forest and grassland/pasture would trigger soil erosion as well as landslide, which have been observed frequently in HP. Therefore, further improvement of quality of forest and grassland/pasture in forest area and conservation of its ecosystem through the promotion of participatory and collaborative management approach, which is consistent with HP State Forestry Sector Policy and Strategy (2005), is urgently required in HP, for improvement of ecosystem services, especially conservation of water resources as well as prevention of soil erosion and landslide.

## 1.2 Necessity of Biodiversity Conservation in the State of Himachal Pradesh

The State of HP, falling within Himalayan Biodiversity Hotspot, is bestowed with a repository of flora and fauna. Out of total flora and fauna found in India, 7.3% of flora and 7.4% of fauna, including endangered species listed in Red List of IUCN, have been reported in HP. HP is also well-known as one of important stopovers for migratory birds. In order to protect and conserve this important biodiversity, which is one of important ecosystem services, there are 5 national parks, 26 wildlife sanctuaries and 3 conservation reserves recognized and declared by Government of Himachal Pradesh (GoHP) as of 2017 and total area under these Protected Area Network is 8,358.48 km<sup>2</sup>, which is around 15% of the total forest area of the state. In addition, in HP, there are 27 key biodiversity areas (KBAs), which are regarded as sites that contribute significantly to the global persistence of biodiversity. Recently GoHP has decided to implement Biodiversity Act 2002 in HP and strengthen biodiversity management through promotion of community-based approach.

However, there are many threats to rich biodiversity, such as loss or degradation of habitat caused by migratory grazers, over-exploitation for firewood and fodder, forest fire, poaching, infestation by alien species, diverting the land for developmental activities etc. and these would contribute to the degradation of habitat and conservation areas, then subsequently a loss in the overall biodiversity of the region. Additionally, biodiversity conservation has not yet been undertaken in a focused way due to lack of awareness on value and importance of biodiversity among local residents

and field level forest officers as well as lack of scientific database. Also increasing human interferences into the ecosystems and negative impacts from them is also serious issue in HP. Incidences of human-wildlife conflict are prevalent in some pockets, especially outside of the protected area, mainly due to the disruption in the habitat caused by the developmental activities and other human interferences. Therefore, there is urgent need to enhance biodiversity conservation activities in HP.

### **1.3 Necessity of Livelihood Improvement Support in the State of Himachal Pradesh**

Because of diverse investments and opportunities of income generation in HP, there has been a significant reduction in the incidences of poverty in the state in the last two decades (36.8% in 1993-94 to 8.5% in 2011 in the rural areas). Rural electrification and provision of liquefied petroleum gas also reached most of the households in even the remote areas of this state despite the challenging terrain. However, the majority of the rural households in the state still depend on fuel-wood and fodder etc. that are extracted from the forest areas and, in this sense, all the households can be considered as users and beneficiaries of ecosystem services from forest area. In the case of nomadic communities/ semi-nomadic communities such as Gaddis and Gujjars, since their major income source is livestock rearing, selling wools or skin, meat, dairy products, the grass and fodder from forest or pasture in forest area is most essential to sustainability of their livelihood. In this context, involvement of these ecosystem services users is the key for sustainable forest ecosystem management, as stipulated in HP State Forestry Sector Policy and Strategy (2005).

The community development activities for livelihoods improvement support would be centre around the interventions which would reduce anthropogenic pressure on forest and ecosystems and also would be as incentive for community mobilization for intervention to materialize sustainable usage of Ecosystem services. Through the Project, participatory approaches will be adopted to ensure sustainability of the interventions and investments for improving ecosystem services from forest area in HP.

### **1.4 Necessity of Institutional Capacity Strengthening in the State of Himachal Pradesh**

HPFD has been working in the state for protection and management of forest resources and ecosystems in forest area under jurisdiction of the department. HPFD has been engaged in implementation of various central sponsored schemes, state schemes as well as external aided projects, including Japanese ODA Loan Project namely “Swan River Integrated Watershed Management Project” (2006-2016). Since most of these schemes are being implemented in a participatory mode across the state, HPFD has

gained substantial experience in managing participatory approaches to forest management.

Against this background of continued degradation and over-exploitation of forest resources, there is a vital need to advance a holistic, integrated approach to better identify forest areas vital for biodiversity and community well-being. This project, combining research, policy recommendations, technical advice and practical tools coupled with small-scale interventions provide such an approach. This project provides an opportunity to enhance the protection of forests already in multi-use will work with local communities and other stakeholders to educate them and will provide guidance and recommendations on best practices for protecting, managing forests, their biodiversity, and the services that they can provide. Gender is an incredibly important element in this project and as a result a Gender Mainstreaming Strategy and Action Plan have been developed.

## **2. Objectives of the Gender Mainstreaming Strategy & Action Plan:**

The objective of this gender mainstreaming plan is to outline specific actions that will be taken within the project to ensure that both men and women have the opportunity to equally participate in and benefit from the project. Along with the stakeholder Forest Ecosystems Management plans & Community Development Plans, this Gender Action Plan (GAP) is part of the project's commitment to equitable stakeholder participation. The plan takes into account that project activities covered under Forest Management, a range of operational scales from communities to global agendas with components that fund field-based implementation and broader knowledge management and capacity building. Gender implications and considerations are taken care of within each of the project components in this project.

### **2.1 Project Objectives**

To manage and enhance forest area ecosystems in the project area, by sustainable forest ecosystem management, biodiversity conservation, livelihoods improvement support and strengthening institutional capacity, thereby contributing to environmental conservation and sustainable socio-economic development in the project area in the State of Himachal Pradesh.

### **2.2 Gender dynamics in Himachal Pradesh**

In HP population is highly dependent on forest resources. HP is well endowed with natural resources and economic growth is primarily based on the use of these

resources. In HP, about half of the population lives in or near forested areas and the forests are of great importance to the poor, for instance through the provisioning of food, building materials, wood fuel, medicine, etc. In HP, men and women have clear gender divisions that determine how natural resources are utilized at the household and community levels. Women in rural settings are often highly dependent on natural resources for their livelihoods, and are therefore particularly susceptible to changes in the availability and quality of these resources. Despite their reliance on natural resources, women have less access to and control over natural resources than men. Due to structural injustice, social norms and traditions, women have limited access to land despite the fact that the farmers often are women. Usually it is men who put land, water, plants and animals to commercial use, which is often more valued than women's domestic uses.

Men and women, with different positions in society, use FORESTS differently and have unique perspectives about why forests are important and how they should be protected. Access, and the ability to restrict it, is vital for the ability of local communities to properly manage these forests. During the preparatory phase of this project, explicit attention is to be given during community meetings and one-on-one interview to document and understand the different ways in which women and men access and utilize forest resources in HP and to identify any obstacles to equal participation in conservation.

It is clear that both men and women living near Forest ecosystems use forest resources in different ways. Men generally prefer to grow timber species and medicinal plant species to earn immediate benefit, whereas women prefer to grow different fuel wood, fodder and medicinal plant species in forest ecosystems. Men play more role in exploitation and marketing of NTFPs where as women are more linked to planting of these species. Based on these key differences in the use of Forest resources by both women and men, a gendered perspective on Forest and Biodiversity conservation must be adopted

In HP both women and men are using Natural resources in different ways and any restriction on access to these resources would have a negative impact on both sexes. Strategies to avoid inequality in this project have to be followed. This strategy will outline a set of actions that signify a shift away from the focus on simply including greater numbers of women to a set of actions that will challenge existing power hierarchies. This project has to address power differences and recognize the differing levels of control and dependence on Forests ecosystems



### 2.3 Strategies to avoid inequality within the project

The project will need to ensure that there are a number of different strategies in place that will allow women to openly voice their opinions on specific issues. At the same time, the project will have to ensure that these strategies are sensitive to local cultural norms and don't inadvertently encourage a deepening of power imbalances. These strategies cannot exclude men and discourage their support for the project by singling out women as primary agents responsible for conservation and resource management decisions.

The Project will adopt the following strategies to avoid inequality within the project:

#### a) To Collect detailed sex-disaggregated data on project beneficiaries

During the preparatory phase of the project, Detailed gender specific data on project beneficiaries will need to be collected at each local project site i.e. GP Level , once communities have provided their Free, Prior and Informed Consent to participate as part of the Full Project, this will include more detailed information on gender roles relating to forests (such as use patterns and participation in management/ decision-making), as well as possible positive/negative impacts on men and women.

#### Actions:

- Information/data will be collected by FTU Co-coordinators under the control of FTU and DMUs.
- The Project Directors /Manager will develop the protocol (questions, information gathering system, etc.) for collecting the gender information.
- Following the information gathering stage, the Project Director/ Project Manager will be responsible for interpreting the information and reviewing the Gender Mainstreaming Strategy and Action Plan to ensure that no negative gender-based impacts will occur during the project. Again, the Gender Integration Guidelines will be of some help, but this is ultimately something that someone familiar with the local socio-cultural landscape must be involved.
- The Gender and Conservation Specialist as well as any local NGOs working with experience related to gender issues are resources that can be used to help fine tune a gender action plan /strategy

#### b) Ensure that women's representation on project management decision making bodies in this project isn't limited to nominal positions

Women are often chosen to sit on decision making bodies but tend to be offered nominal positions with little decision-making power or influence. This can mean that women often hold positions as tokens or fronts for men. This Project will seek to address this tendency and ensure that women have equal access to important positions that hold influence.

**Actions:**

The Project Management Team will ensure that project management decision that any decisions making bodies that are established at community level will have fair representation by both genders.

**c) Establish separate project decision making bodies for both men and women in target project sites**

The involvement and participation of marginalized groups, such as women and youth, in public meetings concerning the management of forests resources isn't sufficient. This strategy has identified specific actions to ensure equitable representation and participation in decision making by both men and women. In the local context in some districts of HP it may be countercultural for women to openly disagree with their male counterparts. Efforts to increase gender equality in decision making about resources by mixing men and women in public forums may not create the enabling environment for women's participation, because the presence of men may serve as an intimidating factor.

**Actions:**

- Establishing a central project decision making body in target project sites.
- Establish separate project decision making bodies for both men and women that will report directly to the main project management decision making body.
- Every effort is to be made to ensure that women's representation in decision making body in each group isn't limited to nominal position.

**d) Ensure adequate access to information for both women and men and conduct gender sensitive communication activities in the project**

The few men who have access to information and documents may use them to control and manipulate discussions. The project will need to address these concerns by ensuring that both men and women have access to the same information and

that this information is presented in a manner that can be understood by both men and women at a community level.

**Actions:**

- The Project staff will ensure that any communications and awareness raising material is distributed equally to both men and women. The Project staff will also ensure that this material is presented in a manner that is accessible to community members who are illiterate or haven't been through formal schooling.
- The Project staff will ensure that community meetings will be scheduled at an appropriate time to allow equal participation by both men and women

**e) Consider gender as an important element during the negotiation and preparing Micro-plans or Agreements**

Men and women interact with their environment in different ways, and therefore have different needs, priorities, and interests in conservation. It is important to consider these differences, and ensure that both men and women are involved with developing and implementing Conservation areas. Conservation actions identified by the community may have a more direct impact on either women or men. Alternatives identified in any Micro-plan or agreement that is negotiated will need to taken in account the different ways that men and women respond. The project must first ensure that women and men have the same knowledge about the action/agreements they are going to take.

**Actions:**

During the planning process stage, project staff will ask questions about how men and women use the Forest resource and how the area can be protected. A woman will lead focus groups or surveys where women's input is sought and vice versa for men to account for the fact that groups or individuals may be more comfortable speaking about these issues with people of the same sex.

**2.4 Preliminary Gender Action Plan for PIHPFEM&L**

**2.4.1 Overview**

Gender mainstreaming is a way to create an enabling environment for women's empowerment. In the context of sustainable forest management and biodiversity conservation, women are known to be a key stakeholder in management and conservation as they bear the responsibilities of fodder collection and fuel wood in many parts of the

state. In other words, the degradation of the forest resources would directly affect their wellbeing as it also means longer hours to search for fodder and fuel wood

Although in HP, alternatives are available for fodder and fuel wood, it is important for women, as key actors in SFM and BC, to be part of the planning, implementation and M&E of the sustainable forest management and biodiversity conservation activities.

### 2.4.2 Project Components and Gender Action Plan

Project Components/ Sub-Components	Gender Action	Data Required	Means of Verification
<b>Component 1: Sustainable Forest Ecosystem Management</b>	Men and Women are to hold separate discussion during the planning process.	Report by the FTU coordinators	Report by FTU
	Gender budgeting is to be adopted (40% of the total budget.)	Budget of FEMP	Project MIS
	Women's working group shall be constituted under VFDS/ BMC by the representatives of sub committees of VFDS/ BMC women members.	No. of groups established	Project MIS
<b>Component 2: Biodiversity Conservation</b>	Women's working group shall be constituted under sub-committees of FWC/ BMCs at ward level.	No. of groups established	Project MIS
	Male and female adult members of ward sabha shall become the sub-committee member of VFDS/ BMC to constitute a general body. The right to vote shall be given to one for each member.	Gender segregated number of Sub Committees of VFDS/ BMC members	Project MIS

Outsourced agencies are to comply with the project gender norms. No gender segregation in wages/ remuneration 30% of the staff members/ specialists are to be women, in case of a team	TOR and assessment criteria	TOR and Contract
At least 50% of the VFDS/ BMC executive committee members are to be women.	Gender segregated number of VFDS/ BMC sub-committee members	Project MIS
Either chair person or vice chairperson is to be made woman of VFDS/ BMC. (Reserving the position of the vice chair person is not acceptable.)	Gender segregated number of chair-person/ vice chair person	Project MIS
Women workers are engaged at least 40% of the total number of work force for plantation and other related forestry works.	Gender segregated No. of work days consumed by the workers	Project MIS
No gender segregation in wages	Gender segregated wages paid	Project MIS
While deciding the treatment areas, women representatives shall be present.	Minutes of meeting	Report by FTU
During species identification/ selection for the treatment areas, women should be give opportunity to identify/ select on their own.	Minutes of meeting	Report by FTU
Women researchers are to be included at least 30% of the total number of	Gender segregated No. of researchers engaged in the project assisted	Project MIS

	researchers engaged.	research projects	
	All officers/ staff/ community level groups are to be trained on gender.	Gender segregated trainees attended gender training	No. of Project MIS
	All the community based training programmes / exposure visits should have at least 40% of women participation.	Gender segregated trainees	No. of Project MIS
	Training venues and timings need to be set to accommodate women's daily schedule and requirement.	Assessment by the participants	Report by FTU
	Training facilities shall have gender segregated toilet facilities.	Assessment by the participants	Report by FTU
	Community level training programmes may be conducted in the local languages other than Hindi.	Assessment by the participants	Report by FTU
	Guidelines and manuals intended for community level organisations shall be prepared in Hindi and designed to be made simple and easy understanding.	No. of guidelines and manuals prepared in Hindi Assessment of the usability by the users	Report by FTU Report by FTU
<b>Component 3: Livelihood Improvement Support</b>	During planning, men and women should discuss separately to formulate their own plan, which gets synthesised in plenary.	Gender segregated attendance Minutes of meeting	No. of Project MIS Report by FTU
	Drudgery reduction related activities are to be included as part of CD&LIP.	CD&LIP	Project MIS

Women are encouraged to take part in livelihood activities.

Gender segregated No. of CIGs/ individuals

Gender segregated amount of CD&LIP funds used (grant/ revolving portion)

Project MIS

Gender budgeting is to be adopted (40% of the total budget.)

Budget of CD&LIP

Project MIS

Research topics that are related to drudgery reduction and sustainable forest management/ biodiversity conservation shall be included.

No. of research proposals related to drudgery reduction and sustainable forest management/ biodiversity conservation

Research Reports

All officers/ staff/ community level groups are to be trained in gender.

Gender segregated No. of trainees attended gender training

Project MIS

All the community based training programmes / exposure visits should have at least 40% of women participation.

Gender segregated No. of trainees

Project MIS

Training venues and timings need to be set to accommodate women's daily schedule and requirement.

Assessment by the participants

Report by FTU

Training facilities shall have gender segregated toilet facilities.

Assessment by the participants

Report by FTU

Community level training programmes may be conducted in the local languages other than Hindi.

Assessment by the participants

Report by FTU

	Guidelines and manuals intended for community level organisations shall be prepared in Hindi and designed to be made simple and easy understanding.	No. of guidelines and manuals prepared in Hindi	Assessment of the usability by the users	Report by FTU
	Key aspects of the project shall be prepared in the audio visual materials in the local languages other than Hindi.	No. of audio/ visual programmes prepared in local language other than Hindi		Report by Programme Manager (Monitoring, Safeguards & Publication)
<b>Component 4: Institutional Capacity Strengthening</b>	Gender segregated monitoring indicators are to be adopted and the data to be collected accordingly.	Project Monitoring Evaluation Guideline	M&E Indicators and data collected	Project MIS
	All officers/ staff/ community level groups are to be trained in gender.	Gender segregated	No. of trainees attended gender training	Project MIS
	All the community based training programmes / exposure visits should have at least 40% of women participation.	Gender segregated	No. of trainees	Project MIS
	Training venues and timings need to be set to accommodate women's daily schedule and requirement.	Assessment by the	participants	Report by FTU
	Training facilities shall have gender segregated toilet facilities.	Assessment by the	participants	Report by FTU
	Community level training programmes may be conducted in the local languages other than Hindi.	Assessment by the	participants	Report by FTU



Guidelines and manuals intended for community level organisations shall be prepared in Hindi and designed to be made simple and easy understanding.

No. of guidelines and manuals prepared in Hindi  
Assessment of the usability by the users

Report by FTU  
Report by FTU

Key aspects of the project shall be prepared in the audio visual materials in the local languages other than Hindi.

No. of audio/ visual programmes prepared in local language other than Hindi

Report by Programme Manager (Monitoring, Safeguards & Publication)

Women staffs/ officers are to be engaged more than 40% of the total staff members.

Gender segregated No. of staff/ officers

Project MIS

One male and one female ward facilitators are to be engaged in each VFDS/ BMC.

Gender segregated No. of ward facilitators

Project MIS

No gender segregation in wages of ward facilitators

Gender segregated financial report of honorariums paid to the ward facilitators

Project MIS

More number of women are assuming the leadership position.

Gender segregated No. of chair/ vice chair of the committees/ community level groups

Project MIS

FEMP/ CBMP and CD&LIP are revised by adopting the same principles during the preparatory stage.

Gender segregated No. of attendants  
Minutes of meeting  
Gender budget

Report by FTU  
Project MIS

Gender specialist is to be engaged in PMC.

TOR of PMC  
PMC proposal

Contract

### **3. Implementation Framework**

The gender action plan is to be embedded in the project implementation process through project guidelines/ manuals/ training programmes and also through the gender mainstreamed recruitment process. The project design so far has taken gender into consideration as much as possible and thus, the implementation shall not require separate set up.

### **4. Monitoring & Evaluation (M&E) Framework**

Although the gender action plan has already been embedded in the project design, M&E needs to be done with a focus although the data can be drawn from the project MIS and pre institutionalized M&E mechanism. Therefore, at PMU level, executive committee shall assume the function of gender M&E committee which would monitor and take decisions on necessary corrective actions to be taken in the project implementation process. Review meeting shall be held after receiving the quarterly report from FCCU. The nodal person at PMU, Programme Manager (Monitoring, Safeguards & Publication) will prepare the quarterly report and annual report on the status of gender action plan.

At DMU level, the Subject Matter Specialist shall monitor and assess the situation on a quarterly basis and report to the committee. At FTU, FTU coordinator shall be the focal person to monitor and assess the gender situation at Range level and compiles the quarterly report based on the project MIS and field observation. Ward facilitators and GP Mobilisers shall provide regular inputs to FTU coordinators for the purpose of monitoring.

### **5. Training on Gender Mainstreaming**

The indicative gender training modules for various stakeholders are given in the table below. The training program can be reviewed and modules can be prepared by the Gender Specialist engaged by PMU during the 1<sup>st</sup> year of the project implementation. The training programs for FTU staffs are to be undertaken as TOT so that they can deliver the gender training programs for the VFDS/ BMC/ Cluster Organisations/ and ward level sub committees, and CIG/ SHG members. In case the outsourced agency is to be engaged for TOT for DMU/ FTU, the Gender Specialist shall prepare TOR and assist PMU in short listing the competent agencies. Procurement can be done by quotation by more than 3 short listed organizations. By the time PMC is placed, PMC gender specialist can also provide inputs as resource person.

### Outline of the Training on Gender Mainstreaming

Project Implementation Unit	Topics to be covered	Duration	Category of the Participants
<b>PMU/FCCU</b>	<ul style="list-style-type: none"> <li>❖ Human Rights and legal provisions in India</li> <li>❖ Gender based violence</li> <li>❖ Gender awareness</li> <li>❖ Gender and leadership and governance</li> <li>❖ Gender Action Plan for HPFEM&amp;LIP and M&amp;E</li> <li>❖ Gender Budgeting</li> <li>❖ Gender Analysis (Role play)</li> </ul>	2-3 Day	PMU officials/ staffs
<b>DMU/FTU (TOT Mode)</b>	<ul style="list-style-type: none"> <li>❖ Human Rights and legal provisions in India</li> <li>❖ Gender based violence</li> <li>❖ Gender awareness</li> <li>❖ Gender and leadership and governance</li> <li>❖ Gender roles and relations in the project areas</li> <li>❖ Gender Action Plan for HPFEM&amp;LIP</li> <li>❖ Gender Budgeting</li> <li>❖ Gender Analysis (including field exercise)</li> <li>❖ Gender Monitoring</li> </ul>	4 days	DMU subject matter specialists/ FTU coordinators

<b>VFDS/ BMC/ Cluster Organizations</b>	❖ Understanding gender	2 days	Executive members of VFDS/ BMC/BMC subcommittee members/ Cluster Organizations/ GP Mobilisers/ Ward Facilitators
	❖ Gender situation in the villages through gender analysis		
	❖ Gender action plans for HPFEM&LIP		
	❖ Gender budgeting		
	❖ Gender dimensions in FEMP and CD&LIP preparation		
	❖ Gender dimensions in VFDS/ BMC/ BMC sub committees/ Cluster Organisations – leadership & governance		
<b>CIG/ SHG</b>	❖ Understanding Gender	2 days	Representatives of CIG/ SHGs
	❖ Gender situation in the villages through gender analysis		
	❖ Gender awareness		
	❖ Gender relations in the project areas		
	❖ Gender action plans for HPFEM&LIP		

These Gender capacity building trainings will be organized separately for different level of officers/ field staff.

Technical trainings will be for skill up gradation. Trainings of PMU/FCCU/DMUs/ SMS/FTU-coordinators will be conducted in identified institutions. Front line staff would be trained by expert from inside or outside the project. For SMS/FTU CO-coordinators special TOT trainings will be organized so that they can further impart trainings to VFDS/BMCs /CBOs. Trainer for imparting training to trainers would be identified by PMU/PMC. Every year training calendar is to be prepared and approved from GB of society.

PMU would seek feedback from participants. A feedback form will be designed and provided by PMU for nominee to submit feedback as well as brief report after training. Feedbacks and

learning of the participants will be stored as knowledge document, and will be utilized for future trainings.

Under Gender Trainings different topics such as Gender analysis, Approaches and strategies to Gender mainstreaming and Integration; Human rights and Gender based Violence; Gender awareness, Equality and advocacy; Gender responsive budgeting; Mainstreaming Gender into Leadership and Governance etc. would be covered.

Training for PMU and identified trainer should be conducted from National level Institutes such as IIM Lucknow, IIM Ahmedabad, IIM Udaipur, IIM Trichy, NIRD PR, ASCI Hyderabad, etc. Training for FTU, SMS and FTU Coordinators can be held at IIRMA Gujarat, NIRD Hyderabad or any other reputed organizations or by hiring resource persons for conducting these trainings in house.

## **6. Developing GAP Monitoring & Evaluation Indicators**

### **6.1 Performance Indicators**

With a view to ensure Gender Action Plan is objectively integrated in all project activities/ intervention. For this purpose, following indicators to be considered for effective monitoring of GAP implementation and timely course correction if need be;

#### **a) INDICATOR #1: -**

No. /percentage of women/men *attending* activities & trainings & meetings

**Logic:** Reflects male/ female access to meetings linked with the project, training resources etc. - will also be subject to the local gender and interest group demographics.

#### **b) INDICATOR #2:**

No. /percentage of women/men *actively participating* in activities & trainings & meetings

**Logic:** An indicator for the relative involvement and interest of men and women in the context of the exercise at hand.

#### **c) INDICATOR #3:**

No. of men/women benefitting from the project

**Logic:** An indication of equal opportunities and access to benefits (excepting any activities specifically designed with stakeholders to redress a gender equity issue).

**d) INDICATOR #4:**

No. of men/women demonstrating leadership in project implementation

**Logic:** An indication of how gender influences decision making processes.

***Some amount of Budget and resources be kept for implementing GAP***

**6.2 Proposed Indicators to Measure Gender Integration**

- Base line survey and data collection (sample size 10% -25% of total GPs /Wards selected in project area) *this is to be part of the baseline survey –All measurable performance indicators of GAP have to be captured in the baseline survey.*
- Reviewing the progress under GAP at regular interval of times on defined Performa (monthly, quarterly, half yearly and yearly progress)
- Midterm review and Final review of the project by external agencies.
- Project result framework indicators.

**6.3 Monitoring and Evaluation Mechanism for Gender Action Plan**

- (a) Monthly report of GAP submission by DMUs on prescribed Performa
- (b) Quarterly progress report on prescribed Performa by FCCUs
- (c) Preparation of GAP report by Program Manager Monitoring.
- (d) Annual report on status of GAP, report to be prepared by Program Manager monitoring.
- (e) For monitoring and taking necessary corrective decisions at PMU level Executive Committee shall assume the function of Gender and M&E Committee
- (f) At DMU level SMS shall monitor and assess GAP on quarterly basis and report to Committee.
- (g) At FTU level FTU Coordinator shall monitor and assess gender situations at range level and compile quarterly report based on the project MIS and field observations. Ward facilitators and Ward Mobilisers shall provide regular inputs to FTU Coordinators for the purpose of monitoring.
- (h) In the Preparatory phase of project regular monthly interaction of PMU with social staff posted at FTU level for better implementation of GAP.

- (i) Gender and M&E Committee is responsible for the implementation of gender policy and spread across organizational structures, rather than concentrated in small central units.

**Table showing responsibilities of staff at different levels to monitor Project GAP**

Sl. No.	Details of Report	Why whom	To whom	Remarks
1.	Monthly Progress Report (MPR) <b>Annexure-I</b>	FTU officer	DMU	FTU Coordinator shall monitor and assess gender situations at range level and compile quarterly report
2.	Consolidated Monthly Progress Report	DMUs	PMU	SMS shall monitor and assess GAP on quarterly basis and report to Committee through FCCU.
3.	Quarterly Progress Report (QPR)	FCCUs	PMU	Review the implementation
4.	Monthly Review	Gender and M&E Committee (Executive Committee)	M& E Cell for publication	For monitoring and taking necessary corrective decisions at PMU level
5.	Quarterly GAP Report	Program Manager (M&E)	GB, JICA, HPC,	Report showing implementation Status of GAP
6.	Half Yearly Report <b>Annexure-II</b>	1.FTU to DMU 2.DMU	PMU	Status of GAP implementation
7.	Annual Report <b>Annexure-II</b>	1.FTU to DMU 2.DMU	PMU	Status of GAP implementation
8.	Annual Status Report <b>Annexure-III</b>	Program Manager (M&E)	GB, JICA, HPC,	Status of GAP implementation

**ANNEXURE-I**

**Format for Monthly/Quarterly Progress Report of GAP in PIHPFEM&L**

Sl. No.	Gender Action Plan activities	Target (No.)	Achievement (No.)	Remarks/Reasons
<b>A PLANNING</b>				
1.	During planning meetings held separately with women and men			
2.	Women working group formed under VFDS/BMCs			
3.	Plans where (during deciding the treatment areas), women representatives are present/consulted.			
4.	Plans wherein species identification/selection for the treatment areas, has been done by giving opportunity to women group			
5.	Plans prepared where men and women discussed separately to formulate their own plan, which further synthesized in plenary			
6.	Plans where drudgery reduction related activities included as part of CD&LIP.			
<b>B TRAININGS</b>				
1.	Gender training imparted to HPFD Officers (CCF/CF/DFOS/ACF/SMS/ROs).			
2.	FLS trained in gender aspect (Front level staff i.e. BOs, Forest Guards, FTU Co-coordinators, Computer operators etc.)			



**3** VFDS/BMCs/UGs/CIGs/SHGs trained in gender aspect.

**4** Trainings conducted keeping in view venues and timings considering women's daily schedule and requirement.

**5** Training conducted where gender segregated toilet facilities available.

### **C PROJECT PUBLICATIONS**

**1** Community level training programs conducted in local languages other than Hindi.

**2** Guidelines and manuals for community level organizations are in Hindi.

**3** Key aspects of the project prepared in the audio-visual materials in the local languages other than Hindi.

### **D WOMEN REPRESENTATION**

**1** Female ward facilitators engaged in VFDS/ BMC

**2** Plans where in Women identified livelihood activities.

**3** Plans with Gender budgeting adopted as per project norms (40% of the total budget.)

**4** % of Women staffs/ officers engaged at DMU/FTU level (it should be more than 40% of the total staff members.)

**5** No. of VFDS where women are president/vice-president/ general secretary /etc.

**Annexure-II**

**Result Framework and Monitoring (Indicators to Measure Gender Integration**

**(Format for Half Yearly/Annual Progress Report)**

**Project Objective**

To manage and enhance forest area ecosystems in the project area, by sustainable forest ecosystem management, biodiversity conservation, livelihoods improvement support and strengthening institutional capacity, thereby contributing to environmental conservation and sustainable socio-economic development in the project area in the State of Himachal Pradesh

Performance indicators	Unit	Baseline	Progress Made	Remarks
<b>Beneficiaries</b>				
Project beneficiaries	No.		1. Institutional development 2. Livelihood	
Of which women beneficiaries	% age		1. Institutional development 2. Livelihood	
20% of increase in fodder availability over baseline	% age			
Of which women benefitted	% age			
<b>Intermediate results Institutional Strengthening</b>				
300 SHGs established or strengthened with at least Rs. 5000 in bank account each	No.			
300 User groups established or strengthened and are taking care of resources in a sustainable manner	No.			
85% UGs in place with bank account and operations & maintenance policy for the resources they use	% age			
50% VFDS or BMC Meetings with quorum	% age			

<b>%age of women attending project meetings</b>	<b>% age</b>
<b>FEMPs &amp; CD &amp;LIP developed in a participatory manner and agreed by 90 % GH of ward</b>	No.
<b>In planning activities minimum 50% women participation</b>	<b>% age</b>
<b>No. of FEMPs &amp; CD &amp;LIP with fixed 40% of total budget as Gender budgeting</b>	No.
<b>Women working group constituted/ strengthen under VFDS/BMCs</b>	No.
<b>No. of BMC sub-committee participating in the training</b>	No.
<b>No. of VFDS/ BMC sub-committees executive committee with minimum 50% of the women members</b>	No.
<b>No. of Committees having chair person or vice chairperson woman of VFDS/ BMC. (Reserving the position of the vice chair-person is not acceptable.)</b>	No.
<b>No. of women elected as president, vice president and secretary of VFDS /BMC sub - committees.</b>	No.
<b>No. of VFDS/BMC –sub committees where Women benefitted from forestry works (at least 40% of the total No. of work force for plantation and other related forestry works is women)</b>	No.
<b>Officers/ staff/ community level groups trained in gender</b>	No.

**Women participation. in % age  
community-based training  
programs (50% minimum)**

**No. of women participation in  
exposure visits (minimum 50%)** No.

**No. of women and men receiving  
training in natural resources  
management or Livelihood  
activities /innovative forestry  
techniques** No.

**Intermediate results: CD & Livelihood activities**

**15% of the households in target  
VFDS/MBC benefit from  
Livelihood activities**

**Of which women %age**

**20% SHGs with credit linkage  
with bank or other financial  
institutions**

**30% CIGs with market linkages;**

**Of which women group %age**

**Total No. of persons benefitted  
by CD&LIP funds**

**Of which %age of women**

*These Monitoring indicators to be filled up on half yearly basis and to be compiled under GAP evaluation plan.*

**Annexure-III**
**Monitoring & Evaluation Indicators for Gender & Natural Resources Management**
**(Format for Yearly Monitoring)**

Details of Performance Indicator	Sources of Verification & Tools
<b>%age of women and men actively participating in natural resource management committees (including bank account signatory roles) VFDS/BMC-Sub committees</b>	<ul style="list-style-type: none"> <li>❖ Committee meeting minutes</li> <li>❖ Interviews with stakeholders</li> <li>❖ project records</li> </ul>
<b>Over a set period, an increase of 15 percent in incomes from project activities (such as forestry &amp; livelihood activities) among women-headed households in program areas</b>	<ul style="list-style-type: none"> <li>❖ Household surveys</li> <li>❖ Project progress reports</li> <li>❖ Impact assessment by external agencies.</li> </ul>
<b>No. of women and men participating in CD&amp; LIP planning processes, and implementation (including preparedness and management) at the community levels</b>	<ul style="list-style-type: none"> <li>❖ VFDS proceeding registers /records and FTU Coordinator / staff records</li> </ul>
<b>Average No. of hectares of forest land planted by women- and men</b>	<ul style="list-style-type: none"> <li>❖ Project progress reports</li> <li>❖ Project annual reports</li> </ul>
<b>Changes in productive hours spent by, or earnings of women and men, from, IGA , or forest-based enterprises in comparison with baseline (or as percentage of household income)</b>	<ul style="list-style-type: none"> <li>❖ Case studies</li> <li>❖ Sample surveys</li> </ul>
<b>No. of women and men receiving training in natural resources management or Livelihood activities or innovative forestry techniques</b>	<ul style="list-style-type: none"> <li>❖ project progress reports/records</li> <li>❖ Training records</li> </ul>
<b>No. of men and women producing NTFP crops</b>	<ul style="list-style-type: none"> <li>❖ Project reports</li> <li>❖ Household surveys</li> </ul>
<b>%age of men and women farmers who have access to high-quality, locally adapted planting material</b>	<ul style="list-style-type: none"> <li>❖ Project progress reports/mid-term reviews</li> </ul>

	❖ Interviews with stakeholders
<b>No. of households benefiting from Jadi Buti Cell activities.</b>	<ul style="list-style-type: none"> <li>❖ Project records and mid-term reviews</li> <li>❖ Interaction with stakeholders</li> </ul>
<b>No. of women headed households benefiting from Jadi Buti Cell activities.</b>	<ul style="list-style-type: none"> <li>❖ Project records and mid-term reviews</li> <li>❖ Interaction with stakeholders</li> </ul>
<b>No. of women groups and men groups receiving environmental services payments for protecting sacred grooves or areas of high biodiversity</b>	<ul style="list-style-type: none"> <li>❖ Project records /HPFD records</li> <li>❖ Protected area management committee records and meeting minutes or BMC –Sub committees</li> </ul>
<b>%age of men and women owning and using energy-efficient technologies and low-carbon practices i.e. use of LPGs, fuel saving Chullha , solar heaters, solar cookers etc.</b>	<ul style="list-style-type: none"> <li>❖ Household surveys</li> <li>❖ Interviews with stakeholders</li> </ul>

## Photo Gallery



**Discussion with women group at Sarli Village Forest Development Society**



**Interaction with Women and vulnerable families in Sarli & Nathan villages in Kullu**



**Interaction with Women and vulnerable group in Bastori village in Kullu District**



**Young daughter grows & sells, off season vegetables (Bastori) in Kullu**



**Traditional Tandoor (Chullha) used for warming and cooking in winter in Kullu**





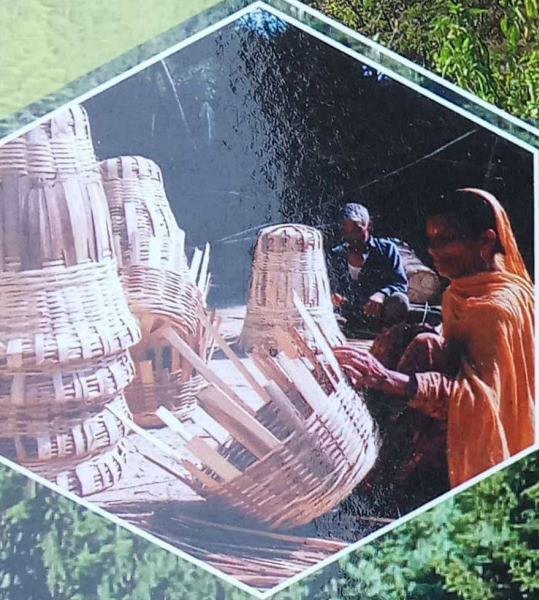
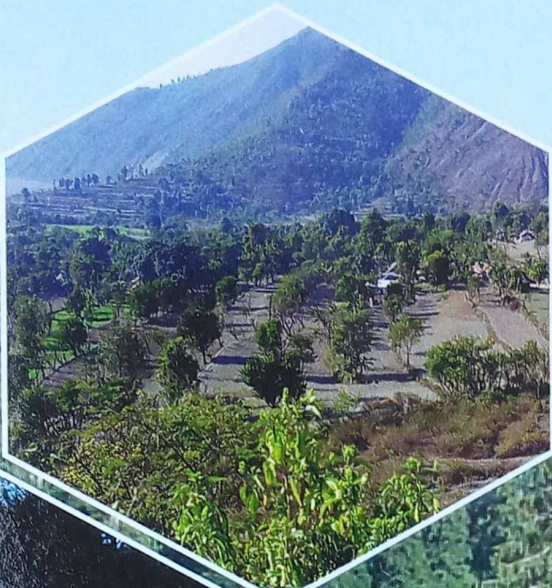
**Women participation in Micro-planning process Nathan village in VFDS Bastori**



**Traditional practice of drying Maize on house roof in Bastori village, Kullu District**



**Traditional charkha used to spin wool in Kullu (Lug Valley)**



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