

JICA Funded Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods (HPFD, Govt. of Himachal Pradesh)

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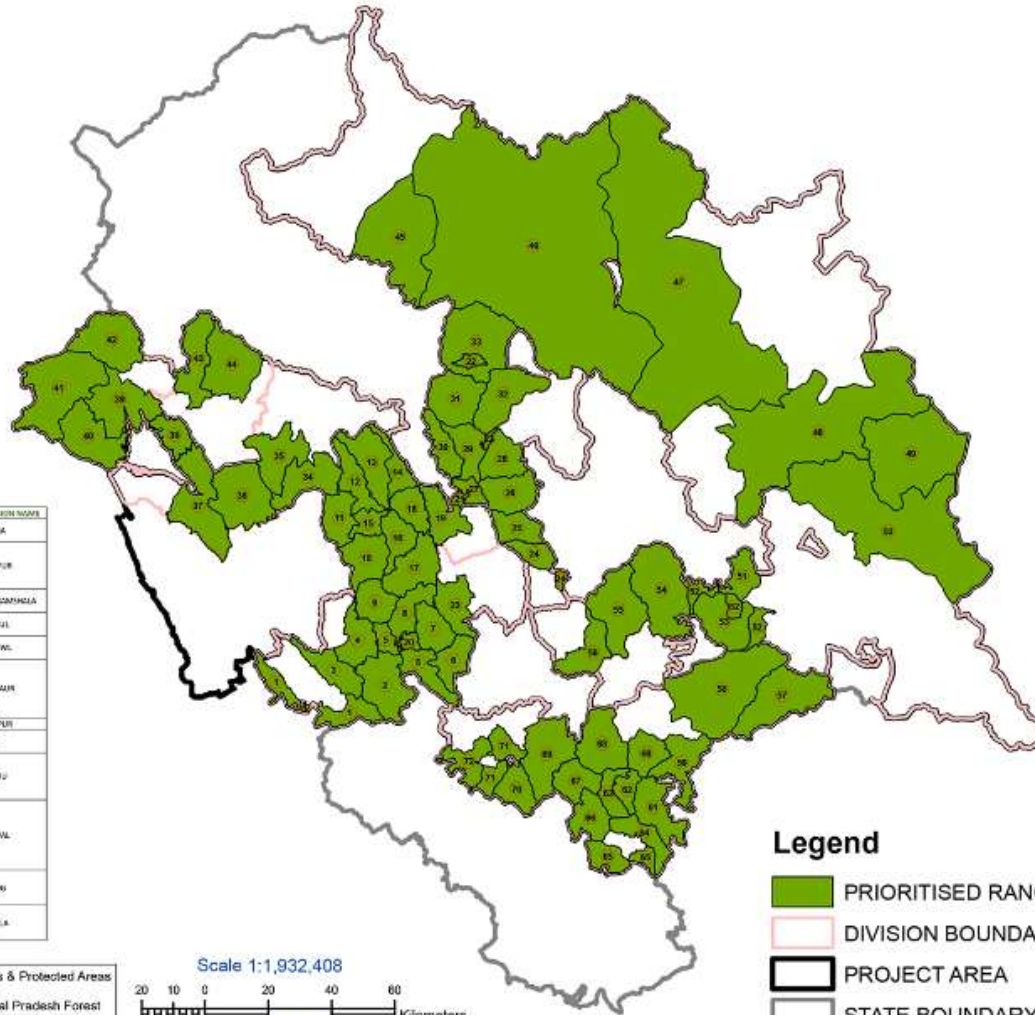


Background

- ❖ The Government of Himachal Pradesh has received a loan from the Japan International Cooperation Agency (JICA) through the Government of India for implementation of the “Project for Improvement of Himachal Pradesh Forest Ecosystems Management and Livelihoods (PIHPFEM&L)”.
- ❖ The 10 years Project from 2018-19 to 2027-28 with an outlay of Rs. 800 crore is planned to be implemented by “Society for Improvement of Forest Ecosystems Management & Livelihoods in Himachal Pradesh”, a an autonomous society registered under HP Societies Registration Act, 2006
- ❖ PIHPFEM&L aims at management and enhancement of forest area ecosystems in the project area by ***Sustainable Forest Ecosystem Management, Biodiversity Conservation, livelihood Improvement Support and Institutional Capacity Strengthening***
- ❖ PMU shall execute the project activities through Divisional Management Units (DMUs) at the Forest Division level and Field Technical Units (FTUs) at the Range level.
- ❖ The Project aims to reach 400 Village Forest Development Societies (VFDS) and 60 Biodiversity Management Committees/ Sub-committees (BMCs) at ward level (Covering 460 wards/Cluster of wards).

PROJECT AREA

HIMACHAL PRADESH PRIORITISED RANGES & PROTECTED AREAS



Implementation
in 72 Ranges
(67 T and 5 WL)
of 22 Forest
Divisions (20 T
and 2 WL) of 9
Forest Circles (7 T
and 2 WL)



RANGE NO.	RANGE NAME	DIVISION NAME	RANGE NO.	RANGE NAME	DIVISION NAME
1	DEBARGHAT	DELHAMPUR	37	DEHRA	DEHRA
2	SAHNA		38	NAGROTA SURKHA	
3	SHANERTTAL		39	JAMALI	
4	SARANWAN		40	BEY	DELHAMPUR
5	GANGDOI		41	TRIGRA	
6	BHILANG		42	RAMGARH	
7	MADEVI	SHIBT	43	SHAMPUR	DHARMAHADA
8	SOBT		44	SHIBKAMUNDA	
9	BAI DARGA		45	PATTAN	
10	SARANGHOT		46	KETLING	LABULL
11	SHANUP		47	NADA WA	SIVI WL
12	LADWAGHOL		48	TARU PK	
13	BOGNERNAGAR	DOONDEVPAGAR	49	SMALLING	
14	JARLA		50	POON	
15	CHARRAMPUR		51	KATKACH	SHYAMAR
16	KOTLI		52	SHANAGAR	
17	SHANDI	MARBI	53	NICHAN	
18	DEHANG		54	SARAHAM	RAMPUR
19	SATALLA		55	ARDOO	ANNI
20	SUNDEWAGAR WL		56	NETICE	
21	KULLU WL	SHILLI WL	57	DOOLA WIKI	
22	MANALI WL		58	PARCIDEH	EDHRI
23	NACHIN	PARCIBAN	59	SARAKHOTI WAGAR	
24	THIRHAN	PARCIBAN	60	SURBAI	
25	SAINI		61	THIRACI	
26	SHYLA		62	BUMTA	
27	PHOTTAI	PHARANI	63	CHOPAL	CHIKAL
28	ABT		64	SEYARA	
29	KULLU		65	KANDA	
30	PHATTI	SHILLI	66	SHARBI	
31	PHOTLOHAR		67	MALSON	
32	NAGGAR	SHILLI	68	KOTYAM	THIKU
33	MAHOLI		69	THIRSI	
34	ADWARPUR		70	NOTI	
35	DEBRI	DELHAMPUR	71	MAHOKHA	SHARLA
36	MAWLA MURBI	SHIBT	72	TARAKHI	

Legend

- PRIORITISED RANGE BOUNDARY
- DIVISION BOUNDARY
- PROJECT AREA
- STATE BOUNDARY



Himachal Pradesh Prioritised Ranges & Protected Areas under Project for Improvement of Himachal Pradesh Forest Ecosystems Management and Livelihoods



**Duration = 10 years {Preparatory Phase(2 Years),
Implementation Phase(8 Years),
Phase-out Phase(2 Years)}**

Project Targets

No. of Target VFDS/JFMCs: 400

No. of BMCs : 20 and 60BMC sub Committees

No of SHGs /CIG to be trained: 920

Project Components:

Component 1: Sustainable Forest Ecosystem Management

Component 2: Biodiversity Conservation

Component 3: Livelihoods Improvement Support

Component 4: Institutional Capacity Strengthening

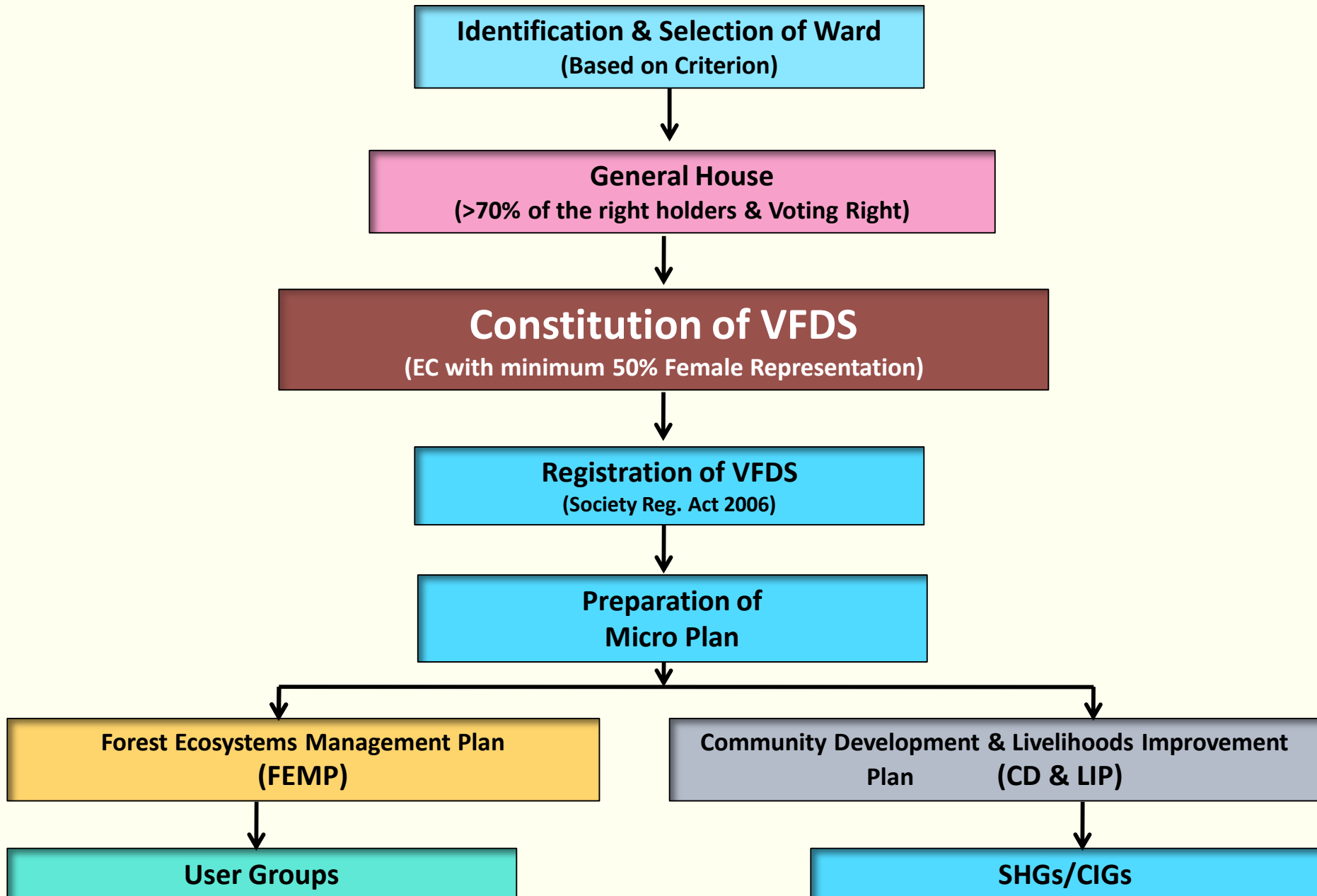
Indicative Criteria for Ward Prioritization – Sustainable Forest Management

Prioritizations Criteria			
	Criteria	Score	Description
1	Total area for treatment	1-5	1-10 ha=1/ 11-20 ha=2/ 21-30ha=3/ 31-40ha=4/ 41<=5
2	Contiguity of treatment areas	1-3	1-2 patches* =3/ 3-4 patches=2/ more than 5 patches=1
3	Degraded areas**	1-5	0-20%=1/ 21-40%=2/ 41-60%=3/ 61-80%=4/ 81-100%=5
4	Distribution of commercially important NTFP/ MAP species	1-3	1=less than 2 species/ 2= less than 4 species/ 3more than 5 species
5	Accessibility by the all weather road from the main road	1 or 2	No access =1/ Have access=2
6	Accessibility by the kaccha road	1 or 2	No access =1/ Have access=2
7	Time required to reach the community from the range office	1-3	More than 3 hours =1/ <2hours =2/ 2>=3
	Maximum Score	23	

* “patch” in this context is a segment of forest area.

** “degraded area” in this context is areas under “scrub” and “open forest” as per the India State of Forest Report (ISFR)

Formation and Structure of Village Forest Development Society (VFDS)



Role & Responsibilities of VFDS/BMC

- ❖ Prepare Micro plan
- ❖ Balanced Approach (Secure Ecosystem & Meet with the demand for fodder, fuel wood)
- ❖ Take tech. input from FD staff in making FEMP
- ❖ Consensus on micro plan in Gram Sabha
- ❖ Make by laws for stop in grazing, forest fire etc
- ❖ Design rules for Protection & Management of its area.
- ❖ Voluntarily willingness to perform the task.
- ❖ Forward the MP for approval
- ❖ Form user group
- ❖ Prepare a schedule: Activities enlisted & to be implemented (MP).
- ❖ Display of details of the physical and financial outlay at common place.

Role & Responsibilities of VFDS/BMC (Cont..)

- ❖ Placement of Display board at site of community work.
- ❖ Ensure Regular Meetings. ■
- ❖ Maintenance of VFDS Records & Accounts.
- ❖ Prepare list of activities & budget every six months, (approved by the General Body).
- ❖ Maintain Transparency
- ❖ Social Auditing of the activities
- ❖ Proper Documentation & maintenance of record
- ❖ Take photograph & Videos

Executive Committee of the Society

As per the HP Participatory Forest Management Rules, Executive Committee shall consist of 7 to 16 members

- President to be elected by General House
- Vice President to be elected by General House
- Four Members to be elected by General House;
- Joint Secretary (woman) to be elected by General House
- Member Secretary to be elected by General House.
- Ward Panch ex-officio member;
- President Mahila Mandal
- Representative Local women group (Mahila Mandal)
- Treasurer The concerned Deputy Ranger
- Three Members Executive of SHG, Progressive
Farmers
- Local Forest Guard Guards shall also be the members.

Role of the Executive Committee

- The members of the Executive Committee shall ***meet once every month.***
- The information regarding the meeting shall be given to the members by the Secretary well in time.
- In emergent circumstances, the meeting of the Executive Committee shall be called on the verbal/written requisition ***of at least 3 members of this committee.***
- The quorum of the meeting shall have to ***be two-third of the total number*** of members of the Executive Committee
- If the ***Chairperson*** of the meeting is a male, the vice-chairperson should be a female and vice-versa.

Role of the Executive Committee (Cont..)

- To prepare a schedule for the activities enlisted in the MP, to be implemented by the society
- The EC shall employ any person for a work/activity mentioned in schedule.
- VFDS sect. Convey the message of meeting to all members.
- Agenda of General Meeting with details on date, place, and time should be given at least 7 days in advance
- The written information / notice of general meeting shall be pasted on the walls of at least two common places, designated by the General Body itself.

Role of the Executive Committee (Cont..)

- The **quorum of the meeting shall be two- third** of the total number of members, out of which **50 % should mandatorily be female** members.
- The decisions in these meetings will be subject to **the will of the majority**.
- The President or, in his absence, the Vice-President shall preside over meetings of the General body.
- **One member One Vote**-Every member of the General Body shall have one vote.
- All matters relating to the administrations of the society shall vest in the General Body.

Role of Executives Members

PRESIDENT

- Convene the meeting
- Sign the MOU
- Prepare and implement micro plan
- Sign cheques (Banks) on account of expenditure duly approved by the Executive Committee
- issue utilisation certificates (Ucs)
- Coordinate with other departments
- Regular inspection of the project works

MEMBER SECRETARY

- Organize the meetings Executive Committee, General Body
- Affix relevant information of Society, Forest and Project works on notice boards
- Assist the President & Treasurer
- Maintain membership register , project work register & proceeding register.
- Ensure that the all proceedings duly signed by the EC.

TREASURER

- Build Partnership - Forest Department /VFDS
- Operate the Bank Account
- to sign cheques (Banks)
- Maintain cash/Account books and register
- Maintain all records
- Assist Executive Committee in preparation of Budget every six month.
- Issue receipts
- Regular audit of the accounts of the Society
- Carry out correspondence.
- Issue utilisation certificates (UCs)
- Approve Expenditure by the Executive Committee

MEETING SCHEDULE

Monthly Meeting : Among VFDS Executives

Quarterly Meeting : VFDS with FTU/DFO

(For discuss, review, Feedback and coordinates various matters)

General House : After six months with VFDS members

Funds and Maintenance of Accounts

- ❖ All funds, including those received from the Government, Gram Panchayats and non-government sources shall be **utilized through the micro-planning process.**
- ❖ **Two Accounts – FE Account & CD&LI Account**
- ❖ **Membership Fee-** Beneficiary Share of Rs 200 from each household collected and deposited in F&E account.
- ❖ President and Treasurer- Co signatory
- ❖ Treasurer shall maintain the account of Revenue and Expenditure of the society in a proper Account/Cash Book.
- ❖ The account so maintained shall be placed before the Executive Committee as well as the general body.
- ❖ The funds from all sources shall be utilised only on activities enlisted in the micro plan.
- ❖ The withdrawal of funds from the Bank account shall be affected through signing cheques / electronic transfers/ bank drafts only.

Funds and Maintenance of Accounts (Cont..)

- ❖ Treasurer shall be entitled to keep an amount of Rupees 1000/- only, for expenditure .
- ❖ The Treasurer shall be entitled to spend an amount of Rupees 1000/- only in case of an emergency,.
- ❖ The accounts of the Society shall be audited by a Govt.-recognized auditor on an annual basis, and shall be shared with forest department.

Maintenance of VFDS Record and Registers

- ❖ Copy of ward micro plan including FEMP and CD&LIP
- ❖ Annual Implementation Plan
- ❖ Membership Register
- ❖ Asset Register
- ❖ Meeting and Resolution Register
- ❖ Muster/Attendance Register for labour work
- ❖ Receipt and Payment Register
- ❖ Social Audit register
- ❖ Complaint Register
- ❖ Record of original voucher
- ❖ Register of drafts/ cheques – outgoing and received
- ❖ Cash Book and Receipt book
- ❖ VSDS registration and Memorandum of Understanding with DMU
- ❖ List of VFDS members and Executive Committee members
- ❖ List of CIGs and SHGs with their activities

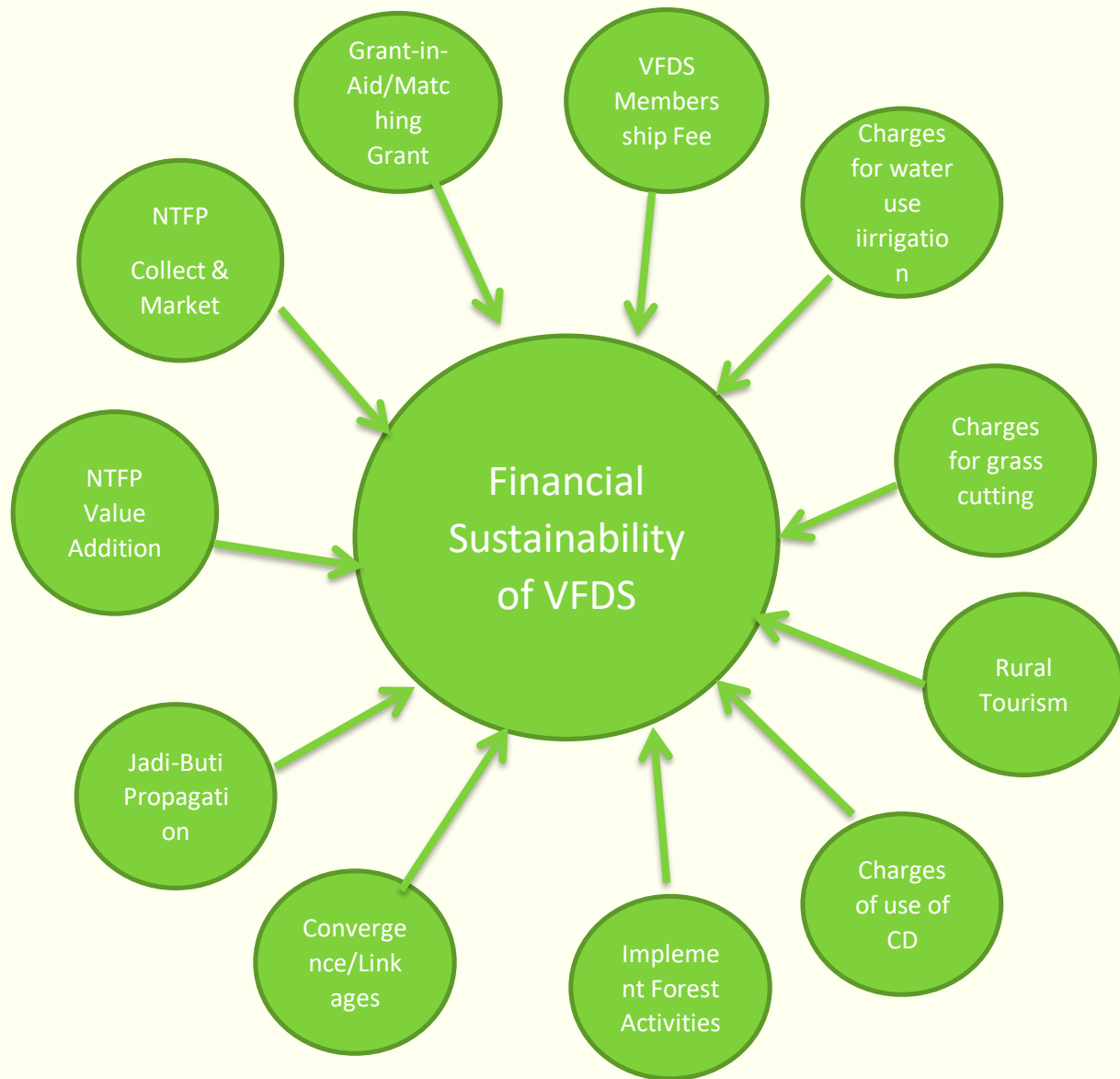
FTU Coordinator will be responsible for :-

- To Conduct Awareness meetings at GP/Ward/VFDS/BMCs level.
- To Generate awareness amongst villagers on objectives of the Project
- Act as animator and direct link between the Project and village
- Will maintain the records of all meetings and social activities of the project at FTU level.
- Participate and facilitate PRA and village planning exercise
- Maintain and update village records of people, practices, resources, production, productivity etc.
- Maintain liaison with Panchayats and block level administration
- To facilitate elections of the VFDS/BMCs and signing of the MoU.
- To ensure that regular meetings, of VFDS, User groups, SHG's are organized and the proceedings are written and follow up actions are planned.
- To liaison with the RFOs/ FTU for micro-plan oriented project implementation, Community Mobilization, institutional Development.
- To identify training needs of stakeholders and prepare schedule for training and conduct trainings.
- To facilitate monitoring of project activities and data collection.
- To support village organizers in identification of IGA's, Livelihood activities, markets and development of linkages with financial and marketing institutions.
- To facilitate & follow up convergence activities.

- To submit monthly progress reports to the RO / DMU.
- He /She will have to execute any other work assigned to him/her by the PMU/DMU/ FTU, in addition to his/her own duties.
- To support and co-ordinate FTU /officers in project implementation
- To assist FTU in organizing Trainings/workshop & exposure visits within or outside distt and state.
- She/he will also act as a resource person for village and community institutions for institutional capacity building as well as facilitate or execute the training activities for the village/ community institutions.
- Annual planning and implementation, guide and facilitate micro planning, livelihood small business/ enterprise plan, inter sectoral Convergence; Cluster promotion; Capacity building, monitoring & reporting , Co-ordinate with other stakeholders.
- Guiding the NGOs and resource organisations during planning and IGAs initiatives (Livelihood Support and Inter-sectoral Convergence) ,
- facilitate preparation of Community Development and Livelihood Improvement Plan (CD&LIP).
- S/he would also coordinate with NGOs to understand specific training needs, and accordingly plan for capacity development initiatives.

SMS will be responsible for :-

- For extending assistance and guidance and supervision of forestry & biodiversity interventions.
- For guiding and supervising livelihoods initiatives, coordinating with financial institutions, product designing, packaging and marketing, facilitating licensing, etc.
- Assist in annual plan and implementation; guidance on livelihoods; small business/enterprise plan, inter sectoral convergence; assist in value chain and market analysis, rural financing, support cluster development, extend support to leverage funds, monitoring & reporting and capacity building; coordinate with other stakeholders.
- To assist DMU/Engaged ret'd. HPFS Officers in carrying out the following assignment:-
 - To facilitate in getting the VFDS/BMC subcommittee formed & registered and Microplans prepared through consultations with the communities.
 - To facilitate Annual plan preparation.
 - To coordinate with the Project Ranges (FTUs), SMS and FTU Coordinators vis-à-vis DMU.
 - To facilitate the execution of the Project activities by VFDS (PFM Mode). It's monitoring and evaluation.
 - To facilitate the formation of SHGs/CIGs.
 - To facilitate the Capacity Development of the Stakeholders.
 - To facilitate inter sectoral convergence at district level.
 - Any other assignment given by CPD pertaining to the Project.



Importance of General House

- The election, suspension and removal and of the elected members of the EC.
- To approve of the microplan prepared by VFDS
- To approve the amendments in by-laws framed for society
- Amendments in the Microplan.
- Transaction of any other business with the permission of the Chairperson of the general house.
- General Body meet once in six months

Thank You