

# BUSINESS PLAN

## INCOME GENERATING ACTIVITY –Vermi-compost

by

### Durga - Self Help Group



SHG/CIG Name	::	Durga Mata
VFDS Name	::	Jani
Range	::	Bhaba Nager
Division	::	Kinnaur

Prepared under:



Project for Improvement of Himachal Pradesh Forest Ecosystems  
Management & Livelihoods (JICA Assisted)

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## 1. Background

Vermiculture is the key component in promoting organic farming and the State Government of Himachal Pradesh is providing special impetus on manufacturing Vermicompost in large scale. Vermicomposting process gives us a very good quality of compost in a matter of few days with the help of earthworms. These “creepy- crawlly” creatures are the most useful gardeners. They breakdown the dead plant material and other organic wastes, recycle the nutrients and turn over the soil. During this process the worms also regenerate, and their population multiplies in approximately in ten weeks. The compost is ready when the material is moderately loose and crumbly and the color of the compost is dark brown. It becomes black, granular, light weight and humus rich.

In the recent times, the Vermicomposting has been gaining a strong foothold in the country due to simple production techniques, ecological, economic, and human health benefits associated with it. A significant number of vermincomposting units have been set up by entrepreneurs, under government support/ with the technical guidance of Non-Governmental Organizations (NGOs), particularly in the southern and central parts of the country. The Himachal State Government is also encouraging the local masses to switch over the Vermicomposting and is providing subsidy to the farmers. The Himachal State Forest department is also using this technique in the field to provide compost for the nurseries being raised for afforestation activity in the field.

Vermicomposting has direct environmental and economic benefits as it contributes to the sustainable agriculture production and income of farmers significantly. There are several NGOs, Community Based Organizations (CBOs), Self-Help Groups (SHGs), Trusts etc. which are making concerted efforts to promote vermin composting technology due to its established economic and environmental advantages.

### **Vermicomposting**

Vermicomposting process gives us very good quality compost in a matter of few days, this happens with the help of earthworms. These "creepy-crawly" creatures are the most useful gardeners.

They break down dead plant material and other organic wastes, recycle the nutrients, and turn over the soil. During this process the worms also regenerate and their population doubles in approximately 10 weeks. The compost is ready when the material is moderately loose and crumbly, and the color of the compost is dark brown. It becomes black, granular, lightweight and humus rich. Earthworms are introduced into the loamy soil bed, which the worms will inhabit as their home. About 100 earthworms (a combination of epidemics and anemic) should be introduced into a compost pit of about 4m x 1m x 0.5m, the vermibed should always be kept moist, but should never be flooded.

Handful? Lumps of fresh cattle dung are then placed at random over the vermibed. The compost pit is then layered to about 50 mm with dry leaves or preferably chopped hay/straw. For the next 30 days the pit is kept moist by watering it whenever necessary. The bed should neither be dry nor soggy. The pit may then be covered with coconut or Palmyra leaves or an old jute (gunny) bag to discourage birds. Plastic sheets on the bed are to be avoided as they trap heat.

After the first 30 days, as above, wet organic waste of animal and/or plant origin from the kitchen or hotel or hostel or farm that has been pre-digested is spread over it to a thickness of about 50 mm. This can be repeated twice a week. All these organic wastes can be turned over or mixed periodically with a pickaxe or a spade. Care should be taken not to disturb the vermibed in which the worms live. Keep adding garbage till the compost pit is nearly full. Continue to keep the pit moist for another 30 to 45 days, turning over the material in the pit with care avoiding injury to the worms. Turning over can be done on every fifth or seventh day with the help of a forked spade.

Production of compost through rearing/using earth worms is called the vermin composting technology. Under this technology, earthworms eat biomass and excrete it in a digested form which is known as vermicomposting or vermin compost. It is one of the simplest and cost-effective methods to produce composting for both the small- and large-scale farmers. Vermicompost production unit can be set up in any land which is not under any economic use but shady and free from water stagnation. The site should also be nearer to a water resource

Vermicomposting, rightly called “gold from garbage” is the major input in organic agriculture production. Owing to simple technology, many farmers are engaged in vermin composting production as it invigorates soil health, soil productivity thereby reduces the cost of cultivation.

There is a gradual increase in demand for vermin compost due to the high level of nutrient contents.

## 2. Description of SHG/CIG

SHG/CIG Name	::	Durga Mata
VFDS	::	Jani
Range	::	Bhabha Nager
Division	::	kinnaur
Village	::	Jani
Block	::	Bhabha Nager
District	::	Kinnaur
Total No. of Members in SHG	::	11 (All Females)
Date of formation	::	7 <sup>th</sup> January, 2022{
Bank a/c No.	::	13210110033012
Bank Details	::	UCO BANK TAPRI
SHG/CIG Monthly Saving	::	Rs.100( meeting held to be every 5 <sup>th</sup> day of month)
Total saving		
Total inter-loaning		
Cash Credit Limit		
Repayment Status		

### 3. Beneficiaries Detail:

Sl. No	Name Smt. / Kumari	Father/ HusbName Sh.	Age	Category	Income Source	Address
1	Smt.Sunita Devi	Sh. Jai Prakash	50	ST	Agriculture	VPO Jani ward no. 3 (Pradhan) 82194-32228
2	Smt.JaiVanti	Sh. Parmeet Kumar	36	ST	Agriculture	VPO Jani ward no. 3 (Secretary) 98053-18402
3	Smt.Rajeswari	Sh. Vinay Singh	60	ST	Agriculture	VPO Jani ward no. 3
4	Smt.Chhering Dolma	Sh. Ram Kumar	49	ST	Agriculture	VPO Jani ward no. 3
5	Smt.Sudesh Kumari	Sh. Balwant Singh	44	ST	Agriculture	VPO Jani ward no. 3
6	Smt.Harpati	Sh. Rajan Singh	50	ST	Agriculture	VPO Jani ward no. 3
7	Smt.Kiran Kumari	Sh. Pradeep Kumar	30	ST	Agriculture	VPO Jani ward no. 3
8	Smt.Ram Kumari	Sh. Bhagwanlal	37	OBC	Agriculture	VPO Jani ward no. 3
9	Smt.Nikita	Sh.Ajit Singh	19	ST	Agriculture	VPO Jani ward no. 3
10	Smt.Kavita	Sh. Harish Chander	30	ST	Agriculture	VPO Jani ward no. 3
11	Smt.Ram Devi	Sh. Prem Chand	50	SC	Agriculture	VPO Jani ward no. 3

### 4. Geographical details of the Village

4.1	Distance from the District HQ	::	40km
4.2	Distance from Main Road	::	6 Km from NH 5
4.3	Name of local market & distance	::	Tapri-7KmBhaba Nagar-25 Km, Recong Peo-40km
4.4	Name of main market & distance		Tapri-7 Km
4.5	Name of main cities & distance		RecongPeo- 40 Km
4.6	Name of main cities where product will be sold/ marketed	::	HP Forest Deptt.& Upper Kinnaur

## 5. Description of Product related to Income Generating Activity

5.1	Name of the Product	::	Vermicomposting
5.2	Method of product identification	::	This activity has been collectively decided by group members.
5.3	Consent of SHG/ CIG / cluster members	::	Yes

## 6. B bDescription of Production Processes

Step		Description
Step-1	::	Processing involving collection of wastes, shredding, mechanical separation of the metal, glass and ceramics and storage of organic wastes.
Step-2	::	Pre digestion of organic waste for twenty days by heaping the material along with cattle dung slurry. This process partially digests the material and fit for earthworm consumption. Cattle dung and biogas slurry may be used after drying. Wet dung should not be used for vermi-compost production.
Step-3	::	Preparation of earthworm bed. A concrete base is required to put the waste for vermi-compost preparation. Loose soil will allow the worms to go into soil and also while watering, all the dissolvable nutrients go into the soil along with water.
Step-4	::	Collection of earthworm after vermi-compost collection. Sieving the composted material to separate fully composted material. The partially composted material will be again put into vermi-compost bed.
Step-5	::	Storing the vermi-compost in proper place to maintain moisture and allow the beneficial microorganisms to grow.

## 7. Description of Production Planning

7.1	Production Cycle (in days)	::	90 days (three cycles in a year)
7.2	Manpower required per cycle (No.)	::	1
7.3	Source of raw materials	::	From household and own farms
7.4	Source of other resources	::	Open market
7.5	Raw material - quantity required per cycle (Kg) per member	::	1800 Kg per cycle
7.6	Expected production per cycle (Kg) per member	::	900 Kg per cycle

## 8. Description of Marketing/ Sale

8.1	Potential market places	::	HP Forest Deptt.
8.2	Distance from the unit	::	Local market Use on own farm
8.3	Demand of the product in market place/s	::	HP Forest deptt is procuring huge vermi-compost for their nurseries
8.4	Process of identification of market	::	PMU will facilitate the tie up of procurement of vermi-compost produced by SHG by HP Forest deptt.
8.5	Marketing Strategy of the product		SHG members will also explore the additional marketing options around their villages for better sale price in future.
8.6	Product branding		At CIG/SHG level product will be marketed by branding of respective CIG/SHG. Later this IGA may require branding at cluster level
8.7	Product “slogan”		“Nature Friendly”

## 9. SWOT Analysis

### ❖ Strength

- Activity is being already done by some SHG members
- Each of the SHG members are having cattle varying from 2 to 8 in each household
- Families of SHG members are cultivating high value crops & vegetables which offers adequate availability of raw materials i.e. farm organic wastes throughout the year.
- Raw material easily available at their farms
- Manufacturing process is simple
- Proper packing and easy to transport
- Other family members will also cooperate with beneficiaries
- Product self-life is long

### ❖ Weakness

- Effect of temperature, humidity, moisture on manufacturing process/product.
- Lack of technical know-how

### ❖ Opportunity

- Increasing demand of vermi-compost on account of awareness among farmers about organic and natural farming
- Application of vermi-compost on their own field will go a long way in improving and enhancing the soil health and production of quality farm produce which will offer better price.
- Best utilization of organic waste including household left outs of kitchens
- Potential for marketing tie up with HP Forest



### ❖ **Threats/Risks**

- Possibility of break of production cycle due to extreme weather
- Competitive market
- Level of commitment among beneficiaries towards participation in training/ capacity building & skill up-gradation

## **10. Description of Management among Members**

- ➔ **Production** – It will be taken care of by individual members including procurement of raw materials
- ➔ **Quality assurance** – Collectively
- ➔ **Cleaning & packaging** – Collectively
- ➔ **Marketing** – Collectively
- ➔ **Monitoring of the unit** - Collectively

## 11. Description of Economics

(Amount in actual Rs.)

S. No	Particulars	Units	Quantity / Nos.	Cost (Rs.)	Year 1	Year 2	Year 3	Year 4	Year 5
<b>A.</b>	<b>Capital Cost</b>								
<b>A.1</b>	<b>Construction of Pit and shed</b>								
1	Construction as well as labour cost including shed (Size will be of 20ftX4ftX2ft )	Per member	11	11000	168000	0	0	0	0
2	Errection of cover shed with iron angal	Per member	11	8000	112000				
	<b>Sub-total (A.1)</b>				<b>280000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>A.2</b>	<b>Machinery and equipment</b>								
3	Tools, equipment, weighing scale etc.	Per member	11	3000	33000	0	0	0	0
	<b>Sub-total (A.2)</b>				<b>33000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Capital Costs (A.1+A.2)</b>				<b>313000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>B</b>	<b>Recurring Costs</b>								
4	Seed earthworm	Per Kg	28	500	14000	0	0	0	0
5	Cost of procurement of Slurry/dung/waste	Ton	160	900	144000	151200	158760	166698	175032
6	Labour Cost	Per Ton	80	700	56000	58800	61740	64828	68068
7	Packing materials	No.	10000	2	20000	21000	22050	23152	24310
8	Other handling charges	Per Ton	80	150	12000	12600	13230	13892	14586
<b>C</b>	<b>Other charges</b>								
9	Insurance	L/S			0	0	0	0	0
10	Interest on loan	Per annum		2 per cent	0	0	0	0	0
	<b>Total recurring costs</b>				<b>246000</b>	<b>243600</b>	<b>255780</b>	<b>268570</b>	
	<b>Total cost - Capital and recurring</b>				<b>559200</b>	<b>243600</b>	<b>255780</b>	<b>268570</b>	<b>281996</b>
<b>D</b>	<b>Income from vermicomposting</b>								
11	Sale of vermicompost	Ton	80	<b>6000</b>	<b>480000</b>	<b>514000</b>	<b>529200</b>	<b>555660</b>	<b>583444</b>
12	Sale of earthworm					<b>14000</b>	<b>28000</b>	<b>28000</b>	<b>28000</b>

13	<b>Total revenue</b>				<b>480000</b>	<b>528000</b>	<b>557200</b>	<b>583660</b>	<b>611444</b>
14	Net returns (D-C)				-79200	284400	301420	315090	329448

**Note** – As labour work will be done by SHG members themselves and Slurry/dung/waste already available at their place and these materials will be not procured by them, therefore, recurring cost (Labour Cost, Cost of procurement of Slurry/dung/waste) can be deducted from total recurring cost.

### **Economic Analysis**

<b>Particulars</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	
Capital cost	<b>313000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Recurring cost	<b>246000</b>	<b>243600</b>	<b>255780</b>	<b>268570</b>	<b>281996</b>	
Total cost	559000	<b>243600</b>	<b>255780</b>	<b>268570</b>	<b>281996</b>	<b>1608946</b>
Total benefits	<b>480000</b>	<b>528000</b>	<b>557200</b>	<b>583660</b>	<b>611444</b>	<b>2760304</b>
<b>Net benefits</b>	79000	284400	301420	315090	329448	1309358
<b>Net present worth of cost @15 per cent</b>	<b>1608946</b>					
<b>Net present worth of benefits @15 per cent</b>	<b>2760304</b>					
<b>Benefit Cost Ratio</b>	<b>1.71</b>					

**Distribution of net profit** –As per share in production.

## 12. Inferences of Economic Analysis

- Pit size for each member has been planned at 20X4X2 ft for one pit.
- Cost of production of vermi-compost comes to Rs. 3.2 per Kg
- Sale of vermi-compost (conservative side) is Rs. 6 per Kg
- Net profit will be Rs. 2.8 per Kg
- It is proposed that each member will produce 5.4tonnes of vermi-compost every year resulting in production of 80 tonnesvermi-compost by all 11 members of SHG in one year.
- Cost of earthworm has been kept at Rs. 500.00 per kg
- During the second years onwards, there will be surplus earthwork for sale (as it will multiply during the process of production of vermi-compost)
- The vermi-compost making is a profitable IGA and can be taken up by the SHG members.

## 13. Fund requirement:

Sl. No.	Particulars	Total Amount (Rs)	Project support	SHG contribution
1	Total capital cost	313000	234,750	78250
2	Total Recurring Cost	246000	0	246000
3	Trainings/ capacity building/skill up-gradation	50000	50000	0
	<b>Total =</b>	<b>609000</b>	<b>284750</b>	<b>324250</b>

### Note-

- **Capital Cost** - 75% of capital cost to be covered under the Project and 25% by the SHG
- **Recurring Cost** - To be borne by the SHG/CIG.
- **Trainings/capacity building/ skill up-gradation** - To be borne by the Project

## 14. Sources of fund:

Project Support;	<ul style="list-style-type: none"> <li>• 50% of capital cost will be utilized for construction of pit (Size will be of 20ftX4ftX2ft )</li> <li>• Upto Rs 1 lakh will be parked in the SHG bank account.</li> <li>• Trainings/capacity building/ skill</li> </ul>	Procurement of materials for pit/construction of pit will be done by respective DMU/FCCU after following all codal formalities.
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	up-gradation cost.	
IG contribution	<ul style="list-style-type: none"> <li>• 50% of capital cost to be borne by SHG, this includes cost of shed/construction of shed.</li> <li>• Recurring cost to be borne by SHG</li> </ul>	

## 15. Bank loan repayment

If the loan is availed from bank it will be in the form of cash credit limit and for CCL there is not repayment schedule; however, the monthly saving and repayment receipt from members should be routed through CCL.

- In CCL, the principal loan outstanding of the SHG must be fully paid to the banks once a year. The interest amount should be paid on a monthly basis.
- In term loans, the repayment must be made as per the repayment schedule in the banks.

## 16. Trainings/Capacity Building/Skill Up-gradation

Trainings/capacity building/ skill up-gradation cost will be borne by project.

Following are some trainings/capacity building/ skill up-gradation proposed/needed:

- ➔ Project Orientation Group Formation/ Reorganization
- ➔ Group Concept and Management
- ➔ Introduction to IGA (General)
- ➔ Marketing and Business Plan Development
- ➔ Bank Credit Linkages & Enterprise Development
- ➔ Exposure Visit of SHGs/ CIGs – Within the State& Outside State

## 17. Monitoring Mechanism

- ➔ Social Audit Committee of the VFDS will monitor the progress and performance of the IGA and suggest corrective action if need be to ensure operation of the unit as per projection.
- ➔ SHG should also review the progress and performance of the IGA of each member and suggest corrective action if need be to ensure operation of the unit as per projection.

Group members Photos -



Smt. Sunita Devi(Pradhan )Smt. Jaivanti (Secretary) Smt. Kavita (Member)



Smt. Kiran kumari(Member) Smt. Harpati (Member) Smt. Ram Kumari (Member)



Nikita Kumari(Member) Smt. Sudesh Kumari (Member) Smt. Ram Devi (Member)

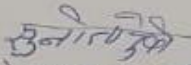


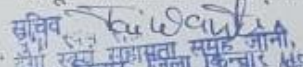
Smt Charing Dolma (Member) Sh.Rajeswari(Member)



## समूह का सहमती पत्र

आज दिनांक ..... दुर्गा माता सव्यम-सहायता समूह जानी में बैठक हुई यह बैठक प्रधान श्रीमती सुनीता देवी की अध्यक्षता में हुई। आज बैठक में यह चर्चा की सभी सदस्यों ने यह निर्णय लिया कि जाईका वन विभाग की तरफ से जो धन राशि मिलेगी उसका उपयोग केछुआ खाद बनाने के लिए किया जाएगा। जिसके लिए सभी सदस्यों की सहमती प्रकट की है इस बैठक में सभी सदस्यों ने भाग लिया।

प्रधान   
सुनीता देवी, सहसहयता समूहकी, जानी,  
तह० निवार, जिला किन्नौर (हि०प्र०)

समूह के सचिव के हस्ताक्षर  
  
सचिव, सुनीता देवी, सहसहयता समूहकी, जानी,  
तह० निवार, जिला किन्नौर (हि०प्र०)

Project for Improvement of Himachal Pradesh Forest Ecosystems Management and Livelihoods

**Memorandum of Understanding**

Between

The ..... Village Forest Development Society/ BMC Sub Committee

And

The Forest Department (represented by DFO ..... for Participatory Forest Management.

Whereas

The ..... Village Forest Development Society/ BMC Sub-Committee (hereinafter called "Society") has been constituted as per procedure described in the HP PFM Regulations notified by Govt. of HP vide No. FFE-C (9) 1/2001 dated 23.8.2001 and vide No.FFE-B-F (5) 5/2016- Pam III dated 19.11.2018, by the Villagers of ..... village Forest Development Society/ BMC Sub-Committee in district ..... and Forest Division, ..... Himachal Pradesh and has an elected Executive Committee (hereinafter called "EC"),

as part of the Japan International cooperation Agency (JICA) supported "Project For Improvement of Himachal Pradesh Forest Ecosystems Management and livelihoods" (hereinafter called -Project") the Micro plan (Forest Ecosystems Management Plan & Community Development & Livelihood Improvement Plan) for Forest Management and Community Development (hereinafter called "Plan") for Forest protection, rehabilitation and management of the specified forest areas has been jointly prepared by the Society and the Forest Division

the Plan contains details of program for conservation, management and development of forest areas, Biodiversity conservation, Livelihood improvement works and also the description of equitable distribution of usufructs obtained from allocated forest areas and public resources of the ward/village;

the Plan has been approved by the Officer in Charge of the Forest Division (here- in after called "Forest Officer") on behalf of Government of Himachal Pradesh;

Now here with

The ..... Forest Division and the Society have mutually agreed on this MoU, and consequently. This MoU is executed with the following articles;

**1. Purpose of the Memorandum of Understanding**

This Memorandum of Understanding (hereinafter called -Man details the responsibilities of the Society regarding management and protection of forest areas) and village(s) resource development, in the manner specified in the Plan and for equitable distribution of benefits amongst its members. It further details payments and support to be provided by the project and the associated conditions.

2 Responsibilities of the Society

- 2.1 With regard to its Constitution, working, powers, duties and benefits, the Society agrees to act in accordance with the HP Government Notification No. FFE-B-F (9) 1/2001 dated 23.8.2001 and vide No.FFE-B-F (5) 5/2016- Part- III dated 19.11.2018, and other relevant Government orders and instructions.
- 2.2 The Society agrees to provide all necessary assistance to the Forest Officer in selection of forest area(s) to be allotted to it for forest management and development so that there is no dispute regarding areas of common use of nearby villages.
- 2.3. The Society agrees to prepare and submit general house approved, quarterly physical & financial plans with budget requirements to FTU concerned for releasing funds after Plan's approval from PMU.
- 2.4. The Society agrees to identify Community Development Activities (CDAs) in conformity with the CDA guidelines, decide on these through a consultative process and implement them according to the relevant standards as applicable.
- 2.5. The Society agrees to carry out works laid out in the Plan for the forest area (such as planting, fencing, maintenance and protection) and in doing so, follow the principles of management of forest and wildlife specified therein, also taking into account the guidelines of the Government, prevalent legal provisions and technical principles. The Society will ensure that no existing acts/rules of forest/wildlife management are being violated.
- 2.6. The Society agrees to contribute membership fee through its members/user groups. The amount with interest will be available to VFDS/BMC (Sub-Committee) after project closure and can be used by VFDS/BMC (Sub-Committee) consensus. The amount deposition to be done within six months.
- 2.7. The Society agrees, after completion of the related works, to protect the forest area from fire, illicit grazing, illicit felling, and illicit transport. Illicit mining, encroachments and poaching and shall help the forest department in this regard.
- 2.8. The Society agrees to pass the information regarding person(s) engaged in banning the wild animals and forests or those engaged in illegal activities on to the Forest Department. The Society agrees to help forest employees in apprehending such person(s) and provide all possible assistance in protecting any seized produce etc.
- 2.9 The Society agrees to rectify any shortcomings found during review of its works by the Forest Officer/monitoring agency.
- 2.10 The Society agrees to keep accounts of income and expenditure of the funds from various sources and also to get regular annual audits done by the agency assigned by the Forest Officer.
- 2.11. The Society agrees to maintain the records specified by the project regularly and in prescribed formats.
- 2.12. The Society agrees that the distribution of products and services generated as a result of implementation of the Plan among its members/User Groups is done in an equitable manner. If the Forest Officer points out any mismanagement or irregularity in the equitable distribution of such products and services, then the

- ☞ Society agrees to implement the necessary corrections/improvements suggested by the Forest Officer.
- 2.13. Society agrees to ensure that there will be no miss utilization of funds provided by Forest Department for implementing project activities.
- 2.14. Society will open two accounts of VFDS/BMC (Sub-Committee), One for FEMP implementation (FE Account) and second one as; revolving fund under Livelihood activities (CD&LI Account).
- 2.15 The funds and maintenance of account would be in accordance with Para-36 to 43 of the Bye-laws notified by Govt. on dated 19-11-2018 for VFDS under the Project.
- 3. Responsibilities of the Forest Department**
- 3.1. The Forest Department will provide to the Society the related input materials required to carry out the works specified in the Plan, such as saplings, fencing materials, etc. in a timely manner.
- 3.2. The Forest Department will provide the payments specified in the Plan to the Society for implementation of works carried out in the forest area on the basis of the Plan in a timely manner. The Society to prepare and submit general house approved, six monthly physical & financial plans with budget requirements to DMU through FTU concerned for release of funds. DMU to release the fund to the VFDS/BMC (Sub-Committee)
- 3.3. Funds from other department's schemes as the Panchayat may be able to garner/converge, may also be used for activities that help meet the project's objectives.
- 3.4. The Forest Department shall provide the necessary advice and guidance to the Society for implementation of works carried out in the forest area on the basis of the Plan.
- 3.5 The Forest Department shall NOT be responsible for any loss in any of the works related to implementation of the Plan and no claim of any sort can be presented against Forest Department.
- 3.6 Forest Department will take legal action against any mis appropriation of fund by VFDS/BMC (Sub-Committee).
- 4. Support by the Project**
- 4.1. The Project will provide funds for Community Development & Livelihood activities (CDAs) identified by the Society and in conformity with the CD&LIP guidelines, which will be implemented by the Society.
- 4.2. The Project will provide to the Society if required the related input/materials required to carry out the works specified in the Plan, such as saplings, fencing materials, etc. in the required qualities and quantities.
- 4.3. The Project will provide to the Society the payments specified in the Plan for implementation of works carried out in the PFM area on the basis of the Plan.
- 4.4. The Project will provide to the Society members training and other capacity building measures, as well as support for income generating activities as specified in the Plan.

- 4.5. The funds earmarked for Plantations, soil and water conservation, Biodiversity conservation etc. will be credited into the VFDS/BMC (Sub-Committee) bank account according to six-month plan requirement (prepared from Micro plan) of VFDS/BMC (Sub-Committee). In addition, VFDS/BMC (Sub-Committee) to open an account for Livelihoods activity.
- 4.6. Payment and receipt of project funds will be strictly by means of cheques online payment/RTGS etc. or bank transfers to the account of the Society. Society will further distribute fund similarly.
- 5. Rights and Benefit Sharing**
- 5.1. The Rights of right holders as admitted in the Forest Settlement will remain unaffected due to constitution of the Society and will continue to be exercised as heretofore.
- 5.2. The Benefits which Society members and their user groups will be entitled to after closure of plots / patches in the forest for various project interventions are as follows:
- i) to collect the yield such as fallen twigs, branches, lopping, grass, bamboos, fruits, flowers, seeds, leaf fodder and non-timber forests products free of cost through individual or collective arrangements as decided by the Society;
  - ii) to the sale proceeds of all intermediate harvest, subject to protection of forest and plantations for at least 3 years from the date of agreement;
  - iii) to organize and promote vocational activities related to forest produce and land; and other activities such as promotion of self-help groups which may provide direct benefits, including micro-lending to women. None of the activities so promoted shall affect the legal status of the forest land;
  - iv) recorded rights over the forest shall not be affected by these benefits;
  - v) after 5 years, the Society may expand the area, on the basis of a fresh agreement deed, by inclusion of adjoining or nearby areas;
  - vi) to utilize at least 40 percent of the sale proceeds on forest regeneration activities including soil and water conservation.
- 5.3 The Society will be entitled to their share of payments from intermediate and final felling, whenever they take place in this forest, as laid out in the PFM Regulations of HP, 2001,
- 6. Monitoring & Evaluation**
- 6.1 Monitoring and Evaluation of project activities will be done at different levels, including by the EC, a participatory monitoring committee and an independent third party apart from Project authorities.
- 6.2. The EC of VFDS/BMC (Sub-Committee) or any of its members will monitor progress and quality of work during execution of various works. The Member Secretary will record the date, places and names of EC members who checked the work(s) and whether works were satisfactory and any instructions given.

- 6.3. A participatory monitoring committee made up of members of the Society, a member from the Panchayat as well as a representative from the Forest Department (e.g. Deputy RO) will on quarterly basis review objectives, inputs and work progress and report to the whole Society. Their reports will then be sent to the Forest Officer for further action.
- 6.4. Where Society groups have carried out or are responsible for activities like social fencing, fire prevention, plantations or maintenance of plantations, annual monitoring will be carried out by Project-approved monitors (Third Party) and the results of this monitoring linked to release of payments, a) for social fencing in lieu of barbed wire fencing, b) for fire prevention as specified in the Plan and c) for survival in forest plantations as given in the agreed to norms for that activity.
- 6.5. Settlement of Disputes: Settlement of disputes and conflict resolution will be governed as laid out under para 47, 48 and 49 of the Bye Laws notified by GoHP.

**Memorandum of Understanding**

We are aware that the benefits mentioned in this agreement shall be available to the Society only when it discharges its duties, responsibilities and works in a satisfactory manner and this is certified by the Forest Officer every year. However, if the Forest Officer fails to fulfill conditions mentioned in Para 3 and 4 of this agreement and this is a cause for the Committee not able to discharge its responsibilities and works, and then it will be kept in mind while evaluating the works of the Committee every year.

I ..... RAVENDR K. JINATH, President, ..... Jani ..... Joint VFDS/BMC

(Sub-committee), declare on behalf of the Society, that I am committee to follow all the conditions mentioned I this MOU ad am singing this memo after reading/understanding all conditions mentioned herein, literally and I their original meaning.

(Name and Signature of the President)  
On behalf of VFDS/BMC (Sub-committee)

प्रधान  
ग्राम वन विकास समिती/जानी,  
को रिज, जिला किन्नोर (80700)  
4/2022

Divisional Forest Officer  
Kinnaur Forest Officer  
On behalf of HPFD)

Witness: Village Forest Development Society /BMC (Sub-committee) and the Forest Department for Participatory Forest Management.

1. Sushil Kumar
2. सुनीता देवी
3. Veena Kumari
4. Sant Ram

1. ~~Officer cum R.F.O.~~, (Position) undertake, on behalf of Kinnaur Division Forest Department to implement all duties responsibilities of the Forest Department mentioned in this memorandum.

~~Range Forest Officer~~  
Range Forest Officer  
B/Nagar Range

(Name and Signature of the Divisional Forest Officer or other officer authorized by him) On behalf of Kinnaur Forest Department.

Kinnaur Forest Division  
At R/Peo

Business Plan Approval by VFDS & DMU

Durgamata Self help group will undertake the Vermi Compost  
As livelihood generation activity under the project for improvement of Himachal Pradesh  
Forest Ecosystems & management & livelihood (JICA Assisted). In this regard business plan  
of amount (Rs.) 609000 has been submitted by this group on dated \_\_\_\_\_  
\_\_\_\_\_ and this business plan has been approved by Shri VFDS Business  
Plan with SHG resolutions being submitted to DMU through FTU for further action, please.

Thankyou

प्रधान  
ग्राम वन विकास समिती, जौनी,  
तेह रिक्टर, जिला किन्नोर (हिमाचल)

Signature of VFDS Pradhan

ग्राम वन विकास समिती, जौनी,  
तेह रिक्टर, जिला किन्नोर (हिमाचल)

Signature of VFDS Secretary

Signature of Forest Guard

Signature of Block forest officer  
Shalita

Signature of Range Forest officer  
Range Forest Officer  
Bhaba Nagar Range  
Distt. Kinnaur (H.P.)

Approved

DMU -cum-  
Deputy conservator forests,  
Kinnaur Division at R/Peo



Resolution-cum-group consensus form

It is decided in the General House meeting of the Self Help Group Durga mata.....held on .....at.....Jami.....that our self help group will undertake the Veromi Compost as livelihood income generation activity under the project for improvement of Himachal Pradesh.

Forest Ecosystem Management & Livelihoods. (JICA Assisted.)

Signature of Group Pradhan

प्रधान उम-श्री देवी  
दुर्ग सहायता समूह जमी,  
तह. निवार, जिला किन्नोर (हि.प्र.)

Signature of Group Secretary

सचिव कमल देवी  
दुर्ग सहायता समूह जमी,  
तह. निवार, जिला किन्नोर (हि.प्र.)