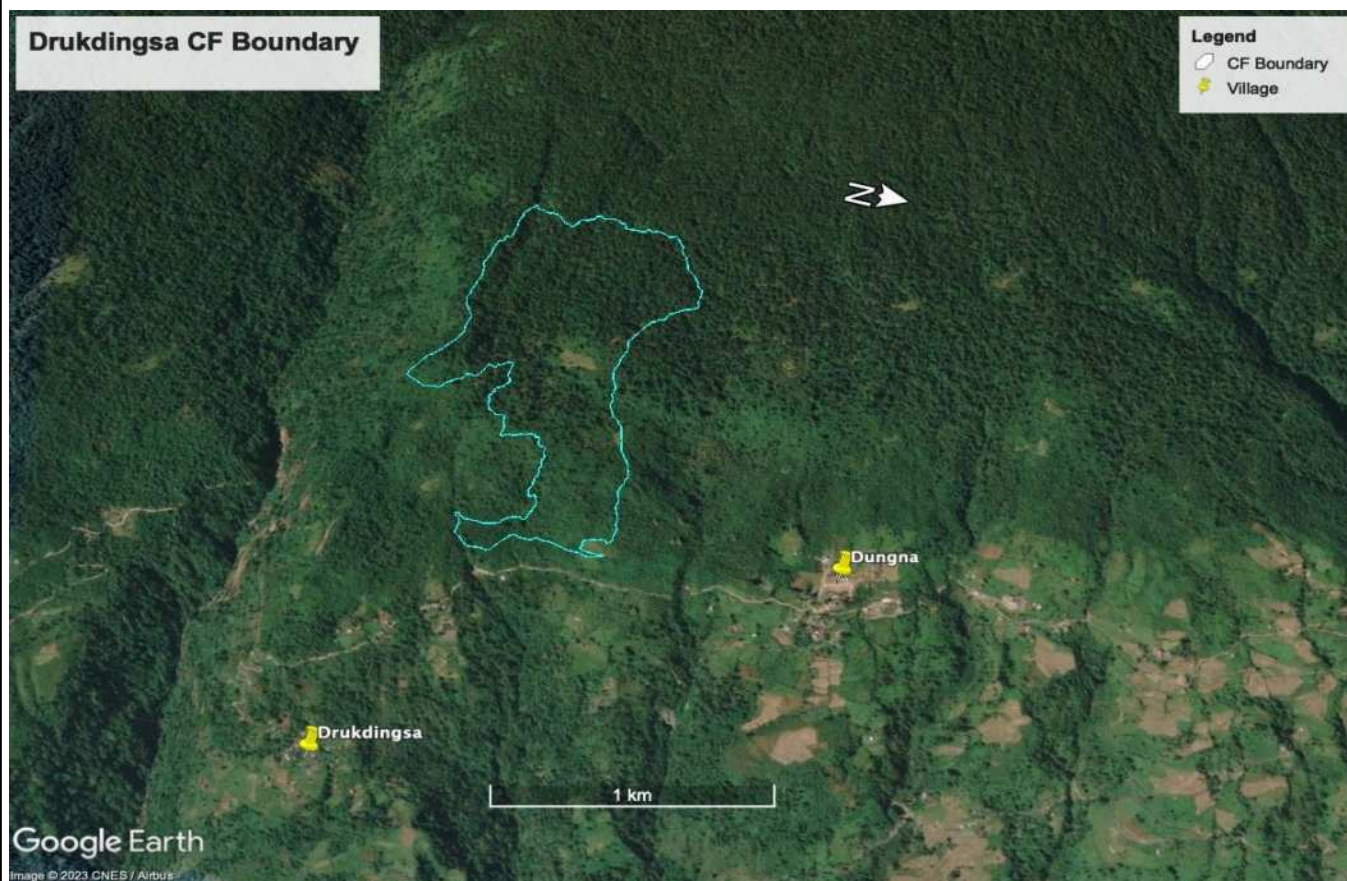


DRUKDINGSA COMMUNITY FOREST MANAGEMENT PLAN (1ST REVISION)



TOTAL AREA:	79 HECTARES
NO. OF H/H:	18
VILAGE:	DRUKDINGSA
GEWOG:	DUNGNA
DZONGKAG:	CHUKHA

Plan period: 2023 to 2033



དཔལ་ལྷན་འབྲུག་གཞུང་།
རྒྱལ་ཁབ་དང་རང་བཞིན་ཐོན་སྐྱེད་ལྷན་ཁག་ལྷན་ཚུལ་དང་སྤྱིང་ཁག་ལྷན་ཚུལ་སྤྱོད་ལྷན་ཚུལ་
ནགས་ཚལ་ཐོན་སྐྱེད་འཆར་གཞི་དང་འཛིན་སྲུང་གི་ཚན།

ROYAL GOVERNMENT OF BHUTAN
MINISTRY OF ENERGY & NATURAL RESOURCES
DEPARTMENT OF FORESTS & PARK SERVICES
FOREST RESOURCES PLANNING AND MANAGEMENT DIVISION



No. DoFPS/FRPMD/FRPIS/CF_1(b)/2022-2023/ 300

September 29, 2023

NOTE SHEET

Sub: Approval of Revised Community Forest Management Plans (CFMPs)

Following the completion of their 10-year management plan periods, the community forests listed in *Table 1* undertook revisions and submitted their plans for review and approval by the department. These Community Forest Management Plans (CFMPs) were developed by the respective Forest Division in collaboration with Community Forest Management Groups (CFMGs).

The development of these CFMPs has been guided by the Forest and Nature Conservation Code of Best Management Practices of Bhutan, Volume III: Sustainable Forest Management, ensuring strict adherence to its guidelines and requirements. This collaborative effort reflects the priorities and needs of the CFMGs, taking into consideration both environmental and social safeguards. The process has placed a high priority on stakeholder engagement, emphasizing transparency, accountability, and long-term success.

The revised CFMPs include objectives, prescribed management strategies, and by-laws to regulate the functioning of the CFMGs. Additionally, they contain detailed information on forest inventories, biodiversity conservation measures, resource utilization plans, benefit-sharing mechanisms, and community capacity-building strategies.

The technical assessment and review of these CFMPs were meticulously conducted by the Forest Resources Planning and Implementation Section (FRPMS). It is worth noting that the revised CFMPs strongly emphasize community participation, with a focus on promoting conservation, sustainable resource utilization, community development, and the integration of traditional knowledge with modern scientific practices.

In accordance with Section 9(4) of the Forest and Nature Conservation Act 2023, the approval for the implementation of these revised CFMPs is hereby granted, based on the recommendation of the CFO, FRPMD.

Recommended by:


(Sonam Longay)
Chief Forestry Officer

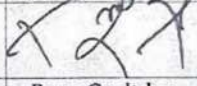
Approved By:


(Director)
Department of Forest and Park Services



Approval Sheet

APPROVAL SHEET: DRUKDINGSA COMMUNITY FOREST MANAGEMENT PLAN

Name of Community Forest	Drukdingsa Community Forest
Village	Drukdingsa
Chiwo	Drukdingsa_Dojangkha
Gewog	Dungna
Dzongkhag	Chukha
Production area (Hectare/Acre)	79 Ha
Protection area (Hectare/Acre)	0
Total Community Forest Area (Hectare/Acre)	79 Ha
Total CFMG Member (No. of HH)	08 HH 18 H/H

	Community Forest Management Group	Forestry Representative (CFMP facilitator)	Gewog Administration	Forest Resources Planning and Monitoring Section	Divisional/Park Office
Signature					
Name	Rai Bahadur Rai	Sonam Lhendup	Lobzang	Pema Gyeltshen	Rinzin Dorji
Title	Chairperson	Forest Ranger I	GUP	CF Focal	Chief Forestry Officer

REVIEWED and RECOMMENDED FOR APPROVAL

Signature		
Name	Tshelbin Dye	Sonam Pabgye
Title	Focal Officer	Chief Forestry Officer
DIVISION	Forest Resources Planning and Implementation Section	Forest Resources Planning and Management Division

APPROVED BY:


 DIRECTOR

DEPARTMENT OF FORESTS AND PARK SERVICES

Table of Contents

List of Figures	v
ACRONYMS	v
Executive Summary	1
Section 1: Community Forest Management Plan	2
1.1. Introduction	2
1.2. Community Forestry Boundaries	3
1.3. Location of Community Forest	3
1.4. Land use map of CF	4
1.5. Social Information	4
1.6. Forest Information (Whole Forest)	5
1.7. Forest Management	12
1.7.1. Overall Management Objectives of CF	12
1.7.2. Forest Management Procedures	15
1.8. Forest Produces Demand Assessment	15
1.9. Annual allowable Cut	15
1.10. AAC vs Demand Assessment	16
1.11. Participatory Environment Assessment	17
1.11.1. Address potential negative effects	17
1.12. Forest Produce Ranking Matrix	19
1.13. Forest Product and Species Preferences	19
1.14. Monitoring Plans	20
1.15. Annual Work plan	24
1.16. Monitoring, Review and Evaluation	24
1.17. CF Networking	24
Part 2: Community Forest By-Laws	25
2.1. Membership Arrangement	25
2.1.1. CFMG Membership	25
2.1.2. Membership fees	25
2.1.3. Withdrawal of membership	26
2.2. Management Committee Formation	26
2.2.1. Composition of committee members	26
2.2.2. Election of the committee members	27
2.2.3. Eligibility of the management committee members	27
2.2.4. Procedure for Leaving the Executive Committee	27
2.2.5. Terms of Reference for CF Management Committee	28
2.3. Roles and responsibilities of CFMG members	29
2.4. Fees	30
2.5. Fines and Penalties	30
2.6. CF Fund Management	31
2.6.1. Source of fund	31

2.6.2.	Procedure in CF fund management.....	32
2.6.3.	CF fund utilization areas	32
2.7.	Record and bookkeeping.....	32
2.8.	Loan disbursement procedures.....	33
2.8.1.	CFMG fund for loans and its procedures	33
2.8.2.	Eligibility criteria for loan.....	33
2.8.3.	Interest rate and loan term.....	33
2.8.4.	Repayment schedule and process.....	33
2.8.5.	Penalties	34
2.8.6.	Loan approval and disbursement process	34
2.8.7.	Loan review	34
2.9.	Benefit sharing mechanism.....	34
2.9.1.	Timber.....	35
2.9.2.	Fuelwood.....	36
2.9.3.	Fencing posts	36
2.9.4.	Fodder supply.....	37
2.9.5.	Grazing in CF areas.....	37
2.9.6.	Bamboo	37
2.9.7.	Sand and Stone.....	37
2.9.8.	Non-wood Forest Product	37
2.9.9.	Labor	37
2.10.	Meetings.....	37
2.10.1.	General Meeting.....	37
2.10.2.	Executive members meeting	38
2.11.	Conflict management	38
2.12.	Developmental Activities within or through CF Area	38
2.13.	Amendment of CFMP and by-laws.....	38
2.14.	Powers of the Department.....	39
	Annexure I: List of CFMG member	40
	Annexure II: List of CFMG Committee members.....	41
	Annexure III; Stand and Stock Tables	25
	Annexure IV: CFMG new membership application form	31
	Annexure VI: Loan application for CFMG members.....	35
	Annexure VII: Loan Agreement for CFMG members.....	36
	Annexure VIII: Application form for forest produce from CF for rural use	38

List of Figures

Figure 1: CF Location Map.....	3
Figure 2: Land use map of CF	4

ACRONYMS

AAC.....	Annual Allowable Cut
AD.....	Annual Demand
CF.....	Community Forest
CFMG.....	Community Forest Management Group
CFMP.....	Community Forest Management Plan
CFO.....	Chief Forestry Officer
DoFPS.....	Department of Forest and Park Services
FNCRR	Forest and Nature Conservation Rules and Regulations
FO.....	Forest Officer
Ha.....	Hectare
HH.....	Household
Masl.....	Meter above sea level
Nu.....	Ngultrum
NWFP.....	Non-Wood Forest Products
RO.....	Range Officer
SFED.....	Social Forestry and Extension Division
SRFL.....	State Reserved Forest Land

Executive Summary

This is the 1st Revised Management Plan for the Drukdingsa Community Forest Management Group. Drukdingsa village is located within the Dungna Gewog in Chukha Dzongkhag. It comprises 38 households with a population of 199 people. During the first plan cycle, the Drukdingsa Community Forest was managed by 30 households, covering a total area of 79 hectares. However, in this 2nd plan, only 18 households will oversee the management of the CF due to some households lacking separate houses and thram numbers issued by the Gewog. Those without house and thram numbers can later join the CFMG once they obtain these from the Gewog, as they are members bifurcated from their parents. Additionally, due to limited State Reserved Forest Land (SRFL) around the current CF area, the CF's total area remains unchanged from the previous plan.

Drukdingsa Community Forest is classified as a Cool Broadleaved Forest with an altitude range of 1531 meters above sea level (masl) to 1989 masl. It encompasses both barren and forested areas. The barren area is currently dominated by species like *Edgeworthia gardneri*, *Viburnum erubescens*, and *Ostodes paniculata*. In contrast, the forested area features large mature tree species such as *Persea clarkeana*, *Alcimandra cathcartii*, *Exbucklandia populnea*, and *Nyssa javanica*, along with a dense undergrowth of *Chimonobambusa callosa*.

The CF area also hosts a diverse range of non-wood forest products (NWFP), including ferns, mushrooms, and *Elatostema lineolatum*, which are commonly collected by the CFMG. Additionally, the CF area serves as a habitat for various wild animals, including Himalayan Black Bears, Sambar Deer, Wild Pigs, and Barking Deer, thanks to the abundant food supply.

The CF's average basal area has been calculated at **23.94** square meters per hectare (m²/ha), with an Annual allowable cut (AAC) of **110.14 m³** or **63 numbers of trees**. Similar to the 1st plan, the Drukdingsa CFMG has an adequate number of trees to meet the timber demand for the entire 2nd plan period. Furthermore, to ensure sustainability, the CFMG is guided by three general objectives:

- *Sustainable Management of Timber Trees.*
- *Promotion of High-Value Timber Species.*
- *Promotion of NWFP Species for Livelihood Improvement.*

To achieve these objectives, the CFMG will undertake activities such as cleaning, weeding, thinning, pruning, wildlife protection, the commercialization of NWFPs, and the planting of high-quality timber during this plan period.

Section 1: Community Forest Management Plan

1.1. Introduction

Drukdingsa Community Forest (CF) has successfully completed a 10-year management plan, and this document presents a revised management plan for Drukdingsa Community Forest. This plan is divided into two sections.

Section 1 encompasses forest information, management strategies, and various activities to be carried out by the Community Forest Management Group (CFMG) to achieve the overall CF management objectives.

Section 2 focuses on the by-law part, primarily consisting of community rules designed to ensure consistency among CFMGs while implementing the CF plan. Additionally, it addresses matters such as fees, penalties, monitoring strategies, and procedures for conflict management.

Drukdingsa Community Forest encompasses 79 hectares (ha) of State Reserved Forest Land (SRFL). The establishment of the Drukdingsa Community Forest dates back to the year 2013, with financial support from the Global Environment Facility (GEF). However, this revision has been funded through contributions from the Drukdingsa Community Forest group bank account.

Drukdingsa Chiwog enjoys access to basic civic amenities, including roads, electricity, drinking water, an Out Reach Clinic, and telecommunication facilities. However, it's worth noting that children in the area must walk approximately 3 kilometers to Dungna to attend school.

The communities in Drukdingsa are primarily agrarian and engage in subsistence farming. Their staple crops include paddy and maize, while cardamom and oranges serve as their primary cash crops, in addition to dairy products. They also cultivate other cereal crops such as wheat, millet, sweet buckwheat, and bitter buckwheat.

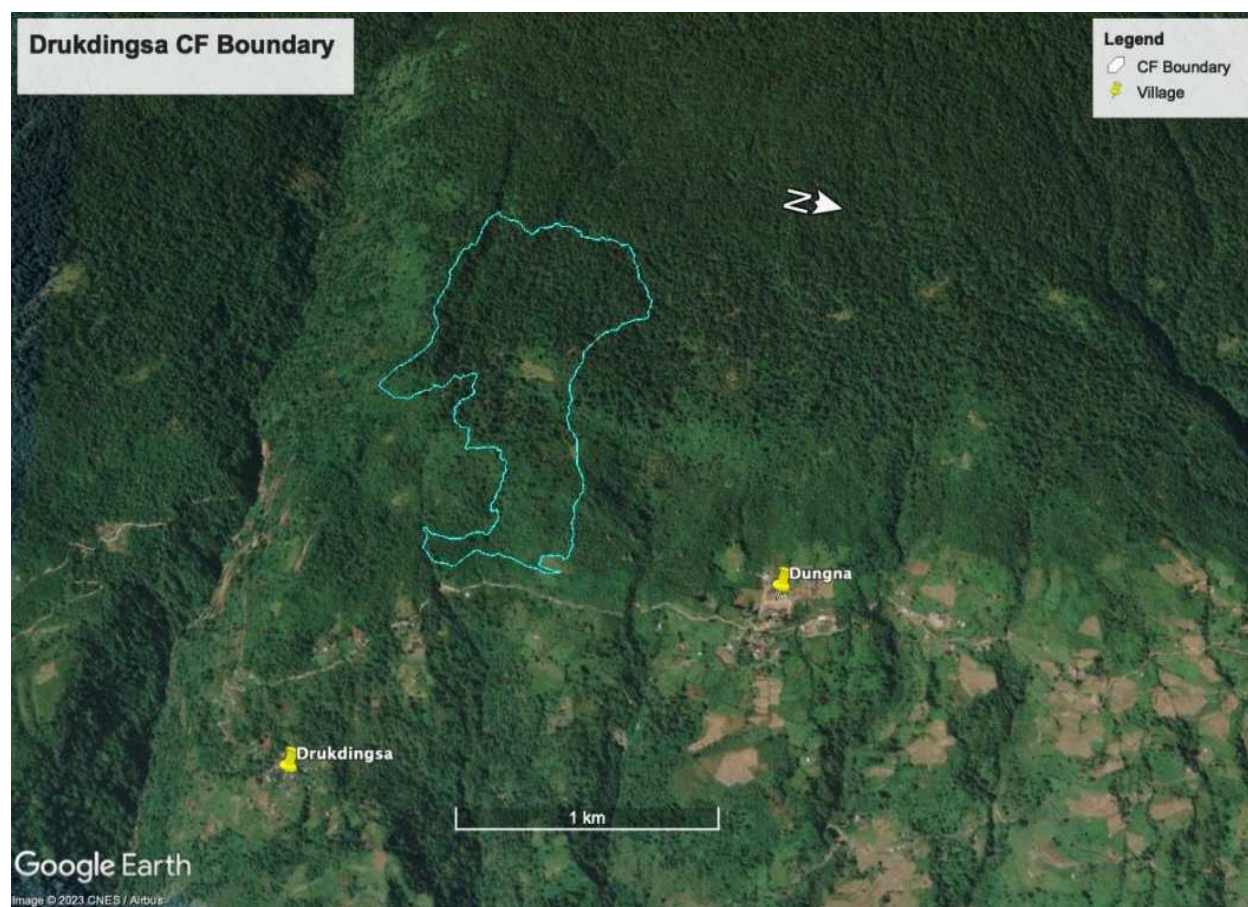
The people of Drukdingsa rely on the forest for various purposes, including timber for construction, heating, and cooking, as well as for fencing purposes. Additionally, they gather supplementary food supplies in the form of Non-Wood Forest Products (NWFP) from the forest.

Drukdingsa Community Forest falls within the category of Cool Broadleaved Forest. This forest type supports a variety of tree species such as *Persea clarkeana*, *Alcimandra cathcartii*,

Exbucklandia populnea, *Nyssa javanica*, and shrub species such as *Edgeworthia gardneri*, *Viburnum erubescens*, *Ostodes paniculata*, and *Eurya acuminata*, all of which can be found within the CF area.

1.2. Community Forestry Boundaries

Boundaries	Permanent Features
West	Daldalay Dangra to Jori Dungga
East	Talam, Simana to Mendu Dungga
South	Mendu Dungga to Daldalay Dangra
North	Tshamtshi Kawa to Jori Dungga



1.3. Location of Community Forest

The map shows the CF location in relation to settlements on Google Maps.

Figure 1: CF Location Map

1.4. Land use map of CF

The land use map shows the total CF area of 79 ha with the entire area covered with broadleaf forest.

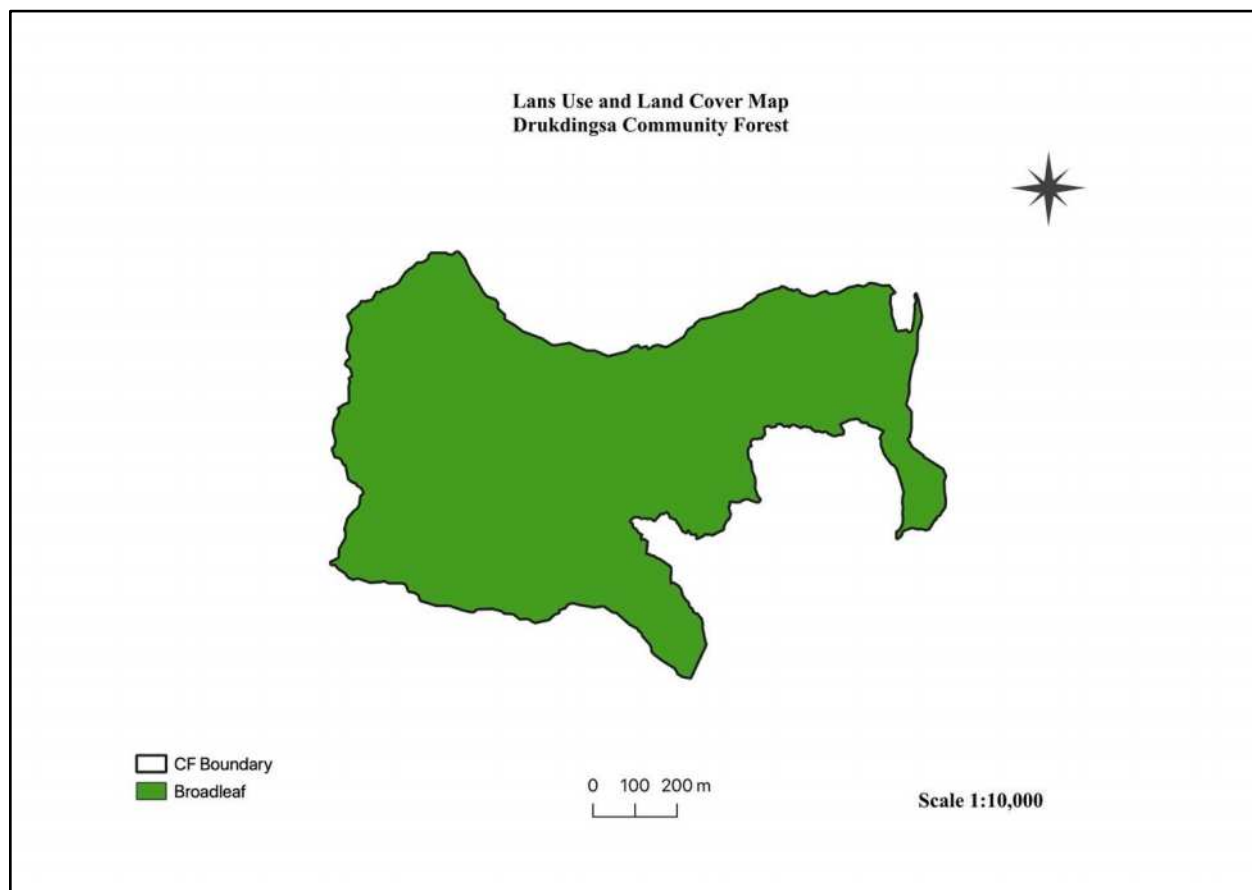


Figure 2: Land use map of CF

1.5. Social Information

According to the village elders, Drukdingsa means “The land of Dragon’s Roar”. People believe that the dragon flew away from the small lake located above the village with a loud roar sending heavy rain and lightning to the village.

Drukdingsa is inhabited by the ethnic Rai community and the population of Drukdingsa is 199 people which comprises 100 females and 99 males. The maximum number of land holdings and more livestock are considered affluent in the community. The average land holdings of Drukdingsa people range from 3 to 15 Acres per household. Besides farming, people also do off-farm activities for supplementary income generation. The average annual income varies from

Nu.5000/- to Nu.30,000/- per household from off-farm activities. Recently, with technical assistance from the Department of Livestock, the people of Drukdingsa have started riverine fishery in the Tomichhu River. They generate additional income by selling the local fish, especially to the people of Dungna and Metakha.

	Description
Name of the villages	Drukdingsa
Ethnic groups with CFMG	Rai community
Basic amenities	Road, Electricity, Drinking water, mobile network, and ORC
Total Household (HH) number of CFMG	38
Population of CFMG	199
% Male and % Female	50% Male and 50% Female
Main source of income	Sale of vegetables, Oranges, and Cardamom
Cattle population of the CFMG	161
Main crops	Paddy and Maize
Cropping pattern	Mix-farming

1.6. Forest Information (Whole Forest)

Drukdingsa Community Forest has incorporated mature trees with an average basal area of 23.93 m²/ha. The Drukdingsa Community Forest lies in the Cool Broadleaved Forest with *Nyssa javanica*, *Castanopsis hystrix*, and *Persea clarkeana* as dominant species and *Chimonobambusa callosa* dominating the underground vegetation. In general, Drukdingsa Community Forest has sporadic matured tree coverage in the upper part of the CF area while the lower part of the CF is basically open with *Edgeworthia gardneri* as the dominant underground species. Similarly, the regeneration is few and scattered. The average slope gradient ranges from 10-30 degrees, with non-erosive soil types covered with moderate vegetation cover.

The CF area also serves as home to diverse species of wild animals. Wild pigs, barking deer, and Himalayan black bears are some of the common wild animals found in that locality.

Table 1: Forest Resource Assessment (Whole CF area)	
Name of Community Forest	Drukdingsa Community Forest
Date of Assessment	21/12/2022
Name of block	
Block area	79 ha
Basal Area	23.93 m ² /ha
Name of recorder	Sonam Lhendup

a. Forest & Habitat Type					
Forest	<input checked="" type="checkbox"/>	Thicket/pole stage	<input type="checkbox"/>	Shrubland	<input type="checkbox"/>
Grassland	<input type="checkbox"/>	Plantation	<input type="checkbox"/>	Other	<input type="checkbox"/>
Vegetation type					
Subtropical forest	<input type="checkbox"/>	Chir pine forest	<input type="checkbox"/>	Warm broadleaved forest	<input type="checkbox"/>
Cool broadleaved forest	<input checked="" type="checkbox"/>	Mixed conifer forest	<input type="checkbox"/>	Fir forest	<input type="checkbox"/>
				Other	<input type="checkbox"/>

Definitions	
Broadleaf forest	75% or more of the tree species present are hardwoods
Conifer forest	75% or more of the tree species present are coniferous
Mixed forest	All other combinations of tree species
Mature Forest	Vegetation dominated by mature trees (trees > 40 cm dbh)
Thicket/pole stage	Vegetation > 3m in height consisting of young trees usually < 40cm dbh
Shrubs	Non-tree species > 2m in height (often thorny and multi-stemmed)
Shrub-land	Vegetation dominated by woody multi-stemmed plants or single stemmed plants and regeneration mostly < 3 m tall

Grassland	Vegetation dominated by grass species and where only a small part of the area is covered by trees or shrubs.
Crown cover	The percentage of the area covered by the crowns of trees forming the main canopy (usually mature trees)
Regeneration	Seedlings, saplings and coppice re growth of naturally occurring tree species that are less than 1.3 metres tall but greater than 30 cm tall
Seed trees	Mature trees with healthy crowns capable of producing flowers and seed
Soil Cover	The percentage of the area with soil surface covered either by live vegetation or a layer of other plant vegetation

b. Forest Condition			
Write the names of the 3 main tree species			
Local name		Scientific name	
Phamphal (Lh)		<i>Persea clarkeana</i>	
Titi Champ (Lh)		<i>Alcimandra carthcatii</i>	
Lek Chilaune (Lh)		<i>Nyssa javanica</i>	
(i) Plantation			
Is there any Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Approximate height of planted trees (m) 2 meters	
Year planted		Is the plantation? Under stocked <input type="checkbox"/> Stocked <input checked="" type="checkbox"/> Overstocked <input type="checkbox"/>	
(ii) Forest Condition –Age			
Mature <input checked="" type="checkbox"/>	Pole stage <input type="checkbox"/>	Shrubland <input type="checkbox"/>	Any <input type="checkbox"/>
Main canopy of mature trees	Main canopy of pole-stage trees	Main canopy of shrubs, young trees or regeneration	No continuous canopy. Isolated trees only
(iii) Forest Condition - Canopy density			

Dense <input type="checkbox"/> Canopy density > 70%	Open <input checked="" type="checkbox"/> Canopy density < 70%	Very open <input type="checkbox"/> No real canopy. Isolated trees only
--	--	---

(iv) Forest Condition – Regeneration		
Abundant <input type="checkbox"/> Regeneration easy to find in most places	Scattered/few <input checked="" type="checkbox"/> Regeneration only in some places and hard to find	None <input type="checkbox"/> No regeneration
Write the names of the 3 main tree species in the regeneration		
1) <i>Alcimandra carthcartii</i>	2) <i>Acer thomsonii</i>	3) <i>Litsea</i> spp
Regeneration: Seedlings > 30cm and < 1.3m height		
(v) Forest Condition – Approximate density of seed trees		
High <input type="checkbox"/> > 50 seed trees per ha	Moderate <input type="checkbox"/> 10 - 50 seed trees per ha	Low <input checked="" type="checkbox"/> < 10 seed trees per ha

Block Condition Summary		
Use the forest condition class box below to get an average condition for the block		
Poor <input type="checkbox"/>	Average <input type="checkbox"/>	Good <input checked="" type="checkbox"/> Very Good <input type="checkbox"/>
Does the main forest canopy consist of large, mature trees?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Forest Condition				
Age	Canopy density	Regeneration & coppice	Seed tree class	Condition
Mature forest	Dense	Abundant		Very good
		Scattered/few	Low	Good
	Open	Abundant		Good
		Scattered/few	Moderate	Average

Pole stage forest	Dense	Abundant		Good
		Scattered/few	Low	Average
	Open	Abundant		Average
		Scattered/few	High	Poor
Shrubland and young growth	Dense	Low	Moderate or High	Average
	Dense	Low	Low	Average
	Open	Moderate	Low	Poor
Any	Very open	None	Low	Poor

(c) Catchment Condition Class Box			
Slope category	Soil erosivity	Cover class	Condition class
Flat	Erosive	Moderate or high	Moderately critical
		Low	Highly critical
	Non erosive	any	Less critical
Moderate	Erosive	Moderate or high	Moderately critical
		Low	Highly critical
	Non erosive	Moderate or high	Less critical
		Low	Moderately critical
Steep	Erosive	Moderate or high	Moderately critical
		Low	Highly critical
	Non erosive	Moderate or high	Moderately critical
		Low	Highly critical

d. Open spaces	
Approximate total open space area (ha)	1 ha
Dominant vegetation type in the open space	<i>Edgeworthia gardneri</i>
Cause of open space e.g. grazing, fire, harvesting, etc.	Natural

e. Grazing and fodder

Grassland type			
Natural <input type="checkbox"/>	Man-made <input type="checkbox"/>	Mixture <input type="checkbox"/>	Predominantly forest R
Main fodder species being used			
Local name		Scientific name	
Halhw (lh)		<i>Ficus semicordata</i>	
Gogun (lh)		<i>Saurauia napaulensis</i>	
		<i>Rhaphidophora decursiva</i>	

Pasture quality		
Local name	Scientific name	Palatable/unpalatable
Bamboo	<i>Chimonobambusa callosa</i>	Palatable

Use pattern <input type="checkbox"/>	Seasonal <input type="checkbox"/>	All year <input checked="" type="checkbox"/>
--------------------------------------	-----------------------------------	--

Type of user	Migratory <input type="checkbox"/>	Local <input checked="" type="checkbox"/>	Both <input type="checkbox"/>
--------------	------------------------------------	---	-------------------------------

f. Catchment Condition	
(i) Catchment condition – soil cover	
Soil cover	Soil cover class
> 50% of the soils are covered by vegetation	high <input type="checkbox"/>
25 - 50% of the soils are covered by vegetation	moderate <input checked="" type="checkbox"/>
< 25% of the soils are covered by vegetation	low <input type="checkbox"/>
(ii) Catchment Condition - Soil type and erosivity	
Soil type (colour, texture and type)	
Erosive <input type="checkbox"/> disperses and/or breaks up in water easily	Non-erosive R stable to water flow
(iii) Catchment Condition – Slope	
Slope (degrees)	Slope steepness class <input type="checkbox"/>
<10°	Gentle <input type="checkbox"/>

10° – 30°	Moderate	✓
> 30°	Steep	□
Catchment Condition Summary		
Less critical	✓	Moderately critical □
		Highly critical □

g. Fauna	
Local name	Scientific name
Himalayan Black Bear	<i>Ursus thibetanus</i>
Barking Deer	<i>Muntiacus muntjac</i>
Wild pig	<i>Sus crofa</i>
Sambar Deer	<i>Rusa unicolor</i>

h. Biotic Pressures (underline those present and level of severity)			
Fire	Common	occasional	absent
Grazing	Heavy	limited	absent
Shrub layer	Dense	moderate	absent
Fodder collection	Common	limited	absent
NWFP collection	Common	limited	absent
Leaf litter collection	Common	limited	absent
Encroachment	Common	occasional	absent
Pole harvesting	Common	occasional	absent
Fuel-wood harvesting	Common	occasional	absent
Timber harvesting	Common	occasional	absent
Hunting	Common	occasional	absent
Others (describe)			

i. Management options	
1	Plantation of commercially valuable trees in the barren land.
2	Thinning and removal of dead and diseased trees to promote the growth of young and healthy stands.

1.7.Forest Management**1.7.1. Overall Management Objectives of CF**

The overall management objectives of the Drukdingsa Community Forest are as follows;

- 1) Sustainable management of the forest.
- 2) Promotion of high-value timber trees.
- 3) Promotion of NWFP for the improvement of livelihood.

1.7.2. Forest Management Procedures

Block-wise CF Management procedures				
1	Produce/Service	Drashing	Firewood	NWFP's
2	Main species	<i>Nyssa javanica</i> , <i>Alcimandra carthcartii</i> , <i>Persea clarkeana</i>	<i>Ostodes paniculata</i> , <i>Viburnum erubescens</i>	Mushroom, <i>Elatotema lineolatum</i> , Stone
3	Problems	Sufficient	Sufficient	Sufficient for commercial purposes. Stone will be collected for domestic use only.
4	Opportunity	Allot to needy CFMG and during emergency. Retain for future. Sell the surplus trees.	Removal of inferior species. Removal of dead or diseased trees.	Marketing of NWFP for income generation.
5	Management Objectives	Sustainable management of the forest.	Sustainable management of the forest.	Promotion of NWFP for the improvement of livelihood.
6	Activities to achieve objectives	Cleaning Allotment on thinning basis. Seed tree selection.	Plantation in identified barren land. Cleaning	Explore market. Product diversification.
7	Procedure	Strictly follow AAC. Seek technical assistance from the forestry sector.	Procure seedlings from forest nursery. Seek technical assistance from the forestry sector.	Seek technical assistance from the forestry sector. Follow the NWFP marketing guidelines.
8	Responsibilities	CFMG Members	CFMG Members	CFMG and Forestry sector

1.8. Forest Produces Demand Assessment

Produce	Annual requirement (estimated)		Number of HH that require produce annually	Total requirement of the produce (Annually)		Total requirement of the produce in 10 years	
	Number (A)	Volume (in cft) (B)		Number (A*C) =D	Volume (in cft) (B*C) =E	Number (D*10)	Volume (in cft) (E*10)
For New Construction							
Drashing	8		4	32		320	
For Renovation							
Drashing	5		2	10		100	
Firewood (Backload)	100		38	3800		38000	
Fencing posts (6’ long)	100		38	3800		38000	

1.9. Annual allowable Cut

Products	Dangchung	Tsim	Cham	Drashing	Pole/Post	Firewood	Total
No of Trees	2	5	5	29	14	8	63
m ³	0.11	1.27	3.10	89.75	2.05	13.87	110.14
cft	3.71	44.72	109.64	3169.88	72.41	489.94	3890.31

Note: Pole/post=D/Chung and Tsim size of N-Trees

Firewood=Drashing & Cham size of N-Trees

****25% of total production area is reduced considering accessibility of the area and errors in data calculation. Therefore, net production area used for calculation of AAC is 75% of 79 ha i.e 59.25 ha.**

1.10. AAC vs Demand Assessment

Produce	Total AAC (Numbers)	Total Annual Demand (Numbers)	Difference (Numbers)	Comments
Drashing	29	32	-3	Cham can be allotted to meet demand
Firewood	8	0	8	Surplus
Fencing posts	21	0	21	Surplus
<i>Note: CFMG will not fell Drashing sized trees for Fencing post and Firewood. They will collect dry wood of Viburnum erubescens, Ostodes paniculata and other shrub species only. Individuals who are allotted with rural timber shall meet firewood from offcuts.</i>				

Participatory Environmental assessment format								
	Potential Environmental effects				Potential Socio-Economic effects			
Activity proposed in CFMP	Soil	Water	Wild Animals	Plants	Traditional forest use	Cultural and religious values	Local employment	benefits from the forest
Fuel wood harvesting	-	--	-	-	0	0	0	+++
Timber harvesting	--	--	--	---	+	+	++	++
Flag poles and fencing post harvesting	-	-	-	-	+	+++	0	++
Plantation	+++	+++	++	++	--	++	--	0
Weeding/Cleaning	-	0	-	-	0	0	-	+++
Fire Control	++	++	+++	+++	0	0	0	+
Grazing control	++	++	+++	+++	-	0	0	--

1.11. Participatory Environment Assessment

Positive effects shown by (+ + +), Negative effects shown by (- - -) and no effects (or not relevant) shown by 0)

1.11.1. Address potential negative effects

Activity	Procedures
Fuelwood harvesting	Felling of trees on the slopes >50% will be restricted. Only dead, diseased, lops and tops will be allotted as fuelwood.
Timber Harvesting	Felling of trees on the slopes >50% will be restricted

	<p>Felling of trees in the water source areas within 30 meters radius will be prohibited.</p> <p>Selective felling will be encouraged to retain seed trees.</p>
Flag poles and fencing post harvesting	<p>Bamboo will be allotted as flag poles and allotment of large quantity of young trees as flag poles will be discouraged as far as possible.</p> <p>Only non-timber trees will be allotted as fencing post.</p> <p>No timber trees will be allotted as fencing post.</p> <p>Buffer zone of 30 meters will be maintained around all water bodies.</p>
Plantation	<p>Only native species will be planted.</p> <p>Seedlings of only timber trees will be planted.</p> <p>Grazing inside the plantation area will be prohibited.</p> <p>Grasses in the plantation area will be cut and carry system.</p>
Weeding/Cleaning	<p>Weeding and cleaning will be carried out only in plantation area.</p> <p>Naturally regenerated seedlings will be protected.</p>
Fire control	<p>Any kind of fire in the CF area will be discouraged. However, burning of diseased trees during emergencies will be monitored.</p>
Grazing control	<p>Grazing in the CF area will be restricted.</p> <p>Grazing in the plantation area will be prohibited.</p> <p>Cut and carry system will be allowed to take grasses from the plantation area.</p>

1.12. Forest Produce Ranking Matrix

Products/services	Timber	Firewood	Mushroom	Fodder	Leaf litter	Water	Grazing
Timber	x						
Firewood	Timber	x					
Mushroom	Timber	Firewood	x				
Fodder	Timber	Firewood	mushroom	x			
Leaf litter	Timber	Firewood	Leaf litter	Leaf litter	x		
Water	Water	Water	Water	Water	Water	x	
Grazing	Timber	Firewood	Grazing	Grazing	Leaf litter	Water	x
Total	5	4	1	0	3	6	2

Ranking result: 1st=water (6), 2nd=timber (5), 3rd=firewood (4), 4th=Leaf litter (3), 5th=Grazing (2), 6th=mushroom (1), 7th=fodder

1.13. Forest Product and Species Preferences

Species/Local Name	Users	Drashing	Fencing Post	Firewood
<i>Alcimandra carthcartii</i>	preference	xxx	x	x
	availability	**	**	**
<i>Nyssa javanica</i>	preference	xxx	x	x
	availability	**	**	**
<i>Persea clarkeanea</i>	preference	xxx	x	x
	availability	***	***	***

<i>Viburnum erubescens</i>	preference	x	xx	
	availability	*****	*****	*****
<i>Ostodes paniculata</i>	preference	x	xx	xxx
	availability	*****	*****	*****

xxxxx = Highly Preferred ***** = highly availability, x = Least Preferred, , * = Less available.

1.14. Monitoring Plans

Participatory Forest Resource Impact Monitoring table.				
Activity	Indicator	How it will be monitored	Responsibility	Comments
Cleaning and bush clearing	Increase in regeneration number of timber tree species.	Assessment on the survival of seedlings.	CFMG members	Territorial Forest Division should render technical support
Allotment of trees on thinning basis	Increased diameter of retained trees. Less damage to the retained trees.	Overall forest condition	CFMG members	
Establishment of plantation in degraded and barren areas.	Survival percentage of planted seedlings.	Assessment of survival percentage of seedlings	CFMG members	
Maintenance old	Survival percentage of	Assessment of survival	CFMG members	

plantations.	planted seedlings.	percentage of seedlings		
--------------	--------------------	-------------------------	--	--

Participatory Social and Institutional impact Monitoring table.

Activity	Indicator	How it will be monitored	Responsibility	Comments
Loan for CFMG	Number of HH provided with loan.	Records in CF fund management.	CFMG	Facilitate by Forestry Staff.
CF general meeting	Numbers of Participants. Resolutions.	CFMG records of meeting.	CFMG	
CF committee meeting	Resolution of meetings.	CFMG records of meeting.	CFMG	

Participatory Environmental Impact Monitoring Table

Indicator	How it will be monitored	Responsibility	Comments	
Formation of more gullies and frequent occurrence of Landslides.	Identify newly formed gullies and landslide areas. Identify the causes. Identify the mitigation measures.	CFMG. Divisional Forest Office.		

1.15. Annual Work plan

<i>Activities</i>	<i>Year</i>									
	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
Establishment of new plantation (Trees species).										
Establishment of new plantation (Bamboo).										
Tending operation in the CF area.										
Maintenance of old plantations.										
Patrolling in CF area										

1.16. Monitoring, Review and Evaluation

The annual work plan and progress report of the CF shall be submitted to the concerned forest officer based on Annexure 2 format 1. The monitoring of CF activities and maintaining of the records should be carried by concerned forest officer jointly with CF management committee. A mid-term review shall be carried out at the last quarter of the 5th year plan period. and the final at the last quarter of the 9th year plan period. The review and final evaluation report shall be based on Annexure 6 from forestry field manual for Bhutan 2018 (3rd edition).

1.17. CF Networking

Drukdingsa Community Forest can participate in CF networking programs initiated by DoFPS to encourage development of CF cooperation with other CFs in the Geog, Dzongkhag and CFs of Bhutan.

Part 2: Community Forest By-Laws**2.1. Membership Arrangement****2.1.1. CFMG Membership**

- i. This revised CF bylaw shall supersede all sections of 2013 CF by-laws; however, the name of CF will remain unchanged (Drukdingsa Community Forest).
- ii. The name of the CFMG shall be known as Drukdingsa Community Forest Management Group.
- iii. The management group comprises 38 households from Drukdingsa village.
- iv. Membership in Drukdingsa Community Forest is defined by households with Gung and Thram.
- v. Any new household, willing to join as a CFMG member shall submit two copies of duly filled Annex 12: CFMG New Membership Application Form to the CF chairperson, and chairperson should forward the copy of application to the concerned forest officer for necessary updates in the system.
- vi. Any family that has Gung and Thram registered in the village is eligible to join as a CFMG with the payment of compensation equal to the cumulative number of days of labor contributed by one CFMG up until the day the application was accepted by the CF chairperson.
- vii. The compensation should be calculated at the rate of Nu. 150/- per day if the new member joining as CFMG is a household fragmentation of the current CFMG, but at the rate of Nu. 300/- per day if the new household is not a household fragmentation of the current CFMG.
- viii. Members of the CFMG cannot be from other Chiwogs. However, a household that has relocated to the Chiwog and has Gung and Thram registered in the Chiwog is qualified to join the CFMG.

2.1.2. Membership fees

- i. The CFMG members will collect the annual membership fee of Nu. 135/- and deposit it in the CF account.

2.1.3. Withdrawal of membership.

- i. Members have the right to withdraw from membership if he/she is not interested upon payment of the withdrawal fee of Nu. 10,000/-.
- ii. Members with disabilities can withdraw from membership without having to pay the withdrawal fee after a thorough investigation of the case by executive members.
- iii. The withdrawing members are not entitled to any benefits or cannot claim compensation for the amount of labor contributed to the Community Forest during his/her tenure as a CFMG member.
- iv. If a CFMG member is obliged to withdraw from the CF and required to resettle in another Chiwog, Gewog, or Dzongkhag due to census transfer, damages sustained by natural calamities, or due to developmental activities of national interest, he/she should be paid Nu. 15000/- (Fifteen Thousand only) as an incentive for his contribution to CF development from the CF account but if the Bank balance is not enough, CFMG will collect among themselves and pay.
- v. Any member withdrawing their membership must obtain prior approval from CF Chairperson by submitting a duly filled **Annex 13: CFMG Membership Resignation Application form**.
- vi. A copy of the CFMG Membership Resignation Application form should be forwarded to the concerned forest officer for necessary updates.
- vii. The resigned member and family members of the resigned member will not be allowed to rejoin as CF members in the future.

2.2. Management Committee Formation**2.2.1. Composition of committee members**

- i. The executive committee shall comprise of Chairperson, Secretary, Treasurer, and 2 Resoops to run the day-to-day activities of the CF.
- ii. The terms of executive members shall be for 10 years. However, the Resoop will change annually. The same person can be re-elected if the service rendered by him/her is found satisfactory by the members.

2.2.2. Election of the committee members

The CF management committee/executive committee will be elected among CFMG members based on a simple majority vote count. However, committee members can be terminated even before their tenure on the disciplinary ground and a new committee member should be elected as soon as possible. The election of new committee members will be conducted during a CF general meeting in the presence of the concerned forestry officer.

**** Simple majority shall mean a decision made by more than 50% of members present in the meeting who cast a vote to agree in order for the entire body to make a decision on the measure being voted on. (FNCRR(A), 2020).*

2.2.3. Eligibility of the management committee members

Every member has the right to be elected as an executive committee member unless he or she meets the following criteria:

- i. He/she should be a legal member of CF.
- ii. He/she should be able to read and write.
- iii. Preference will be given to experienced members.
- iv. He/she should be mentally sound.
- v. He/she should be 18 years and above and below 65 years of age.
- vi. He/she should be living in the village permanently.

2.2.4. Procedure for Leaving the Executive Committee

The chairman, secretary, and treasurer are not allowed to leave their post for a period of 10 years. However, he/she will be allowed to resign for genuine reasons like mental disorder, long-term illness, etc. with the submission of application to CFMG members. The approval is accorded only after the election and replacement of his/her post with the proper handing taking of CF accounts, properties, and records based on **Annex15: Handing Taking Charge Note of CFMG.**

The same shall be applied while changing the rest of the executive committee members.

A copy of handing taking charge note along with a name list of newly elected members should be submitted to the concerned forest officer for necessary information and updating the records.

2.2.5. Terms of Reference for CF Management Committee.

Sl. No	Title	Rights and Responsibilities
1	Chairperson	<ul style="list-style-type: none">• Heads the CFMG.• Plan and initiate CF activities.• Chair and facilitate meetings.• Report the progress of the Community Forest.• Approve applications for forest produce.• Countersign financial transactions.• Monitor CF fund utilization.• Overall monitoring of CF activities as per the plan and reporting.• Sanction loans.• Work as per the Community Forest Management plan.
2	Secretary	<ul style="list-style-type: none">• Assist Chairperson and officiate him/her during his/her absence and coordinate the work.• Manage CF correspondence for the CFMG.• Approve application for forest produce with Chairperson.• Minute keeping• Sign on permit together with Chairperson as required in the permit.• Countersign financial transaction.• Crosscheck Community Forest fund utilization.• Sign the loan sanction letter.• Prepare annual progress report.

3	Treasurer	<ul style="list-style-type: none">• Looks after financial matters of CF.• Prepare and submit an annual financial report of the CF fund to the Forest office.• Receive fines and penalties and deposit them into CF accounts.• Keep detailed accounts of the CF funds and present to CFMG during annual meeting.• Countersign financial transaction.• Withdraw and deposit of funds.• Sign the loan sanction letter.• Work as per the Annual Work plan of this management plan.
4	Resoops	<ul style="list-style-type: none">• Patrol CF area and report any illegal activities taking place in the CF areas.• He/she has the right to question any member for CF product utilization.• He/she be rewarded with the 50% of the amount in case if they apprehend any culprit.• Assist the marking officer during marking and ensure the sanitation of the forest after the extraction.

2.3. Roles and responsibilities of CFMG members

All the CFMG members must have the following responsibilities:

- i. Every individual has to participate in CF-related activities and have equal rights to access the resources.
- ii. Equity and justice among members shall be maintained instead of focusing on equal share.
- iii. Every individual shall have an equal opportunity to elect the management committee members and shall have the right to speak and share concerns and suggestions.
- iv. Each individual is responsible to inspect, verify and report illegal activities to the management committee and or to the forestry officer.

- v. Everyone has an equal opportunity to hold the post of management committee if he/she fulfills the above eligibility criteria.
- vi. The members shall have rights and access to CF accounts and auditing the documents.

2.4. Fees

Sl.No	Types of products	Royalty Rate (Nu)	
		Within CFMG	Outsiders
1.	Drashing	Nu. 40/- standing tree	As per the NRPC rate.
2.	Firewood	Nu. 20/- standing tree	
3.	Fencing Poles	Nu. 5/- Pole	
4.	Bamboo	Nu. 10/- per backload	
5.	Stone and Boulders	Nu.50/- per Truckload	
6.	Sand	Nu. 40/- Truckload	
7.	Fodder	Free of royalty	
8	Broom	Free of royalty	

2.5. Fines and Penalties.

- i. Any illegal activities carried out inside the CF by CFMG members or outsiders shall be dealt with as per the provision of FNCRR.
- ii. All cases related to the offense shall be registered with CF executive members and compounded by the CF executive members as per FNCRR.
- iii. In the event of the defaulter is not willing to settle the case, the case should be forwarded to the concerned forestry official for taking further steps to compound the case.
- iv. The fines and penalties collected either by CF executive members or by forestry officials should be deposited in the CF account within one week of receipt of the fines.
- v. Any wildlife-related crime shall be dealt with by the concerned forest office and compounded based on FNCRR or any rule that supersedes it. The fines so collected from it will go to Government revenue.
- vi. Any absentees from work will be fined Nu. 300/- (Three Hundred only) and absentees from meetings will be fined Nu. 200/- (Two Hundred only). However, consideration will

be given in the event of unavoidable circumstances such as death, sickness, and attending other important works related to legal issues will be exempted and treated as kidu after informing the chairperson.

- vii. An individual below the age of 18 years will not be accepted in work or in any meetings and the concerned household will be marked as absent and should pay a fine as prescribed above.
- viii. Any executive members or other members found misusing the community funds will be terminated from the post. He/she should be liable to pay a fine that is, double the amount being misused within a specified deadline.
- ix. One time, time extension of 15 days will be considered to pay fines but failing to pay after the time extension, a 5% per annum penalty will be levied thereafter.
- x. The misuse of power by the executive committee members and CFMG members shall be liable for fines and penalties and shall be treated at par with illegal doers. Thus, fine and compensation for the misused products will be levied against them as per FNCRR, 2017, and rules that supersedes it.
- xi. Collection of any NWFP from CF by CFMG members is permitted for domestic/home consumption.
- xii. Collection of any NWFP from the CF area by non-CFMG members will be considered an offense and will be imposed a fine of Nu.500/- (five hundred) only regardless of products. The products will be seized and auctioned by executive members and the money will be deposited in the CF common fund
- xiii. Grazing in the plantation area is strictly prohibited and one is liable to pay the fine of Nu 50/- (Fifty only) per cattle and the owner of the cattle should re-plant the damaged trees and repair the fencing.

2.6. CF Fund Management

2.6.1. Source of fund

The probable sources of CF funds are as follows

- i. Membership fees
- ii. Royalties from the forest products
- iii. Fines and penalties
- iv. Interest returns from loan released to members and bank deposit

- v. Sale of forest products.

2.6.2. Procedure in CF fund management

- i. CFMG should continue with the same bank account maintained with any financial institutions in the previous terms.
- ii. The account shall be operated under a joint signatory of the chairperson, treasurer, and secretary.
- iii. Money receipts should be issued for all the payments received.
- iv. Treasurer should collect all contributions, donations, fees, and fines and maintain detailed records for reference.
- v. All financial records should be made available to the authorized auditing team or inspection team at any time of the year.

2.6.3. CF fund utilization areas

Table 2: Areas where CFMG funds should be utilized

Areas of fund use	Limit (%)
CF development activities (CF review, nursery creation, plantation, thinning, cleaning, salvage operation, boundary demarcation, fire line creation, etc.	Not less than 25%
CFMG enhancement (loan, capacity building, study visits, meeting, workshops, net-working, visitors in CF, income generation, enterprise development, etc.).	Not more than 50%
Reserved fund in the bank (security deposit)	Not less than 5 %

2.7. Record and bookkeeping

The management committee shall maintain detailed records of CF. All the CF official books should be kept under the safe custody of the management committee and should be available for reference at any time. The secretary is responsible for recordkeeping activities whereas the treasurer for bookkeeping activities in CF. The verification and overall maintenance of records should be done by the chairperson whereas timely monitoring and technical support should be given by the concerned forest officer.

2.8. Loan disbursement procedures.

- i. CFMG members can avail at the maximum amount of Nu.10,000/- (Ten Thousand only). The decision shall be made by 2/3 majority of the CFMG members during the general meeting.
- ii. The treasurer shall maintain all the expenditure records like receipts, vouchers, bills, minutes of a meeting, etc. All such expenses should be recorded in the cash book immediately.
- iii. The treasurer shall present the details of expenditure to the CFMG members and concerned inspection team as and when required.
- iv. The concerned forest officer shall ensure compliance with the above provisions.

2.8.1. CFMG fund for loans and its procedures

- i. The CFMG can allocate funds for loaning not more than 50% of the total fund. The borrower should submit an application as per Annexure 9 and draw an agreement based on Annexure 10 with the detailed records of the loan in Annexure 2, format 10.

2.8.2. Eligibility criteria for loan

Every CFMG member shall be given equal opportunity to avail loan from their CF fund with the fulfillment of the following criteria:

- i. The maximum amount of Nu.10,000/- shall be approved and released without a mortgage.
- ii. A loan from the CFMG fund shall not be given to non-CFMG members.
- iii. The borrowers must be of 18 years and above.
- iv. Only one member of a household is eligible for a loan at a time.
- v. Should not have any outstanding loan with CFMG.
- vi. The loan shall not be given to any members before 1 year of its expiry date of the plan period and to non-members.

2.8.3. Interest rate and loan term

- i. The loan shall be sanctioned at the interest rate of 10% per annum.

2.8.4. Repayment schedule and process

The borrower shall pay the principal amount and total interest after 6 months. Upon the completion of its deadline, the management committee shall conduct a general meeting whereby

all the CFMG members are required to clear their loan dues. The fresh loan can be approved only after the liquidation of its previous loan.

2.8.5. Penalties

Any member who fails to repay his/her loan in a given time shall be liable to pay a penalty from the date of expiry with reference to Annexure 2 format 10. The borrower should be liable to repay a fine of 5% per annum.

2.8.6. Loan approval and disbursement process

Any member who wants to avail loan should fulfill the above eligibility criteria. Approval and sanctioning of loans should be carried out in CFMG general meeting on general consensus. The borrower and the management committee shall sign a loan agreement as per Annexure 10 before sanctioning any loan. The loan agreement is prepared in two copies with one for the CF management committee and another for the borrower.

2.8.7. Loan review

At the end of each year, the CF management committee shall review all the loans and repayments. The information of the review shall be shared during CFMG general meeting.

2.9. Benefit sharing mechanism

- i. The resource sharing shall be based on equity and the primary priority will be given to the members who do not have a house to live in or are affected by a disaster.
- ii. The Quantity of timber to be allotted and the number of applicants is clearly prescribed in the management plan by comparing the AAC and the Demand assessment.
- iii. No timber trees will be granted free of cost. The permit shall be issued for each product at the prescribed rate to generate adequate revenue/income for the group.
- iv. The secondary priority shall be given to single-headed women.
- v. The timber granted for rural house construction shall be strictly prohibited for commercial sale and if any members are found in such activities shall be guilty of an offense and should be dealt with as per FNCRR.
- vi. Timber shall not be entertained for exchanging or borrowing among members and outsiders.
- vii. The transit of timber shall be restricted to the concerned village only and shall not be allowed to reach any construction sites, hotels, and restaurants in the urban areas or along the national highway.

- viii. Those infrastructures which are provided with the government budget and given to the contractors will have to buy the timber as per market value from the CFMG.
- ix. The CFMG shall not contribute timber for any community constructions like the construction of a community temple, school or BHU, etc. in the village if there is external fund support. However, timber may be allotted considering the AAC in their prescribed management plan if the infrastructure is being constructed by CFMG.
- x. The executive members should ensure all the revenues generated are properly recorded and all the group members of the CF are well informed to ensure free and fair benefit sharing.
- xi. No person should take advantage and try to derive individual benefit from the group's hard-earned funds.
- xii. Any products that are required to transit out of the Community Forest area should be declared to group members. The executive committee members together with a representative from the forestry department should ensure that this happens at any cost.
- xiii. Any forest produce originating from the Community Forest areas shall be supplied to community members only after the realization of royalty at the prescribed rate in this management plan.
- xiv. Fuel wood shall be met from the lops and tops and as far as possible collect dry wood, if there are no dry woods, one number standing tree shall be issued.
- xv. Benefit sharing will be just and fair and the executive members together with concerned forestry officials should make sure this to happen by any means.
- xvi. The excess timber and fuel wood will be marketed based on the prevailing market rates to generate the community income
- xvii. Loan should be sanctioned only to CFMG.
- xviii. Individuals or institutions can use the water resources from CF areas upon payment of minimum monetary incentives to the CFMG which is agreed upon by both parties.

2.9.1. Timber

- i. Members are entitled for timber as per the prescribed CF plan for the construction of rural house and for other rural purposes.

- ii. The Chairman shall grant and allot permits for rural house construction from CF areas only if a CF member submits rural house construction approval from the concerned authority.
- iii. The management committee shall review applications and approve or reject the application based on the above section 2.9.1(ii) and supporting documents indicating the requirement of timbers.
- iv. The priority shall be given to the members who have no proper houses or the houses which were affected by the disaster.
- v. The renovation or other construction purposes also have to submit the application to the chairman; however, construction approval is not required;
- vi. The permit validity shall be 2 years from the date of issue of a permit, after which the applicant should renew the permit and extend the dateline if collection and transit of timber are not completed.
- vii. The permit will be extended only for a period of 1 year. Failure to extract the timber within an extended period will lead to the allotment of timber to other needy individuals.
- viii. Timber for the renovation of community Lhakhangs, schools, and outreach clinics will be provided the project is a community contribution without a government budget.

2.9.2. Fuelwood

- i. Every CFMG member shall be allowed to collect dry fuel wood from the CF area as and when required, irrespective of the quantity without royalty.
- ii. Outsiders and Non-members shall not be allowed to collect any type of firewood from the designated CF forest areas.
- iii. Members who are allotted house construction timbers are not entitled to firewood. He/she has to collect debris from extracted timbers as firewood.

2.9.3. Fencing posts

- i. All CFMG members are entitled to get fencing posts based on their genuine cases.
- ii. Fencing posts shall be allotted with a maximum ceiling of 60 nos./ head or one Drashing in lieu of 60 nos. of fencing posts.
- iii. Timber species shall not be allotted as fencing posts.
- iv. Fencing posts can be sometimes met from bush clearing & thinning operations in the CF.
- v. Only deformed, diseased, or inferior species should be allotted as fencing posts.

- vi. Outsiders are not allowed to harvest any fencing posts.

2.9.4. Fodder supply

- ii. Fodder will be shared equally among the CFMG on head loads basis.
- iii. Felling of trees for fodder is prohibited.

2.9.5. Grazing in CF areas

- i. All CFMG members have traditional grazing rights in the CF area but they are restricted to enter plantation sites.

2.9.6. Bamboo

- i. The commercial royalty shall be charged for non-members.
- ii. Bamboo will be harvested and marketed for income generation.

2.9.7. Sand and Stone

- i. Surface collection for sand and stones will be restricted only for rural utilization from the CF area for CFMG members only.
- ii. CFMG members are allowed to collect stone/boulders, aggregates, and sand from CF without royalty for domestic use but are restricted to surface collection only.

2.9.8. Non-wood Forest Product

- i. Collection of endangered NWFP species is prohibited to both CFMG members and outsiders if found in CF areas.
- ii. Collection of mushrooms or other NWFPs for self-consumption will be allowed without any royalty.
- iii. Members are allowed to collect leaf litter or topsoil free of royalty for domestic use only.
- iv. Selling of NWFPs shall be permitted in a group but not as an individual member.
- v. Outsiders are not allowed to collect any leaf litter, topsoil, or NWFPs from the CF area.

2.9.9. Labor

- i. Every CFMG member will equally contribute labor for activities related to community forestry management.
- ii. No members shall miss any of the meetings or CF-related activities. However, unavoidable circumstances such as death, sickness, and attending other important works related to legal issues will be considered.

2.10. Meetings**2.10.1. General Meeting**

- i. The CFMG will conduct at least one meeting a year.
- ii. All members are required to present during the general meeting.
- iii. The meeting agenda shall be on the annual work plan and activities prioritization as per the operational plan reflected in the management plan and fund management.
- iv. All issues related to CF planning, implementation, and monitoring should be discussed.
- v. The meeting will also review the achievement of a year activities.
- vi. The meeting discusses CF-related issues like insufficiency of timber, members conflict, illegal harvesting, by-laws incompatibilities, etc.

2.10.2. Executive members meeting

- i. All executive members are required to present during committee meetings.
- ii. The meeting shall be conducted at any time of the year if necessary.
- iii. Any management issues which require committee decisions shall be discussed and resolved in the meeting.

2.11. Conflict management

The chairperson is responsible for the management of any conflict within CFMGs.

If Chairperson fails to manage the conflict, he/she will put the issues in the CF general meeting for discussion and to higher authorities if the CF general meeting fails to manage the conflict.

The conflict related to wildlife, forest fire, and developmental activities like farm road construction, land encroachment, etc. shall be directly forwarded to the concerned forest officer for necessary follow-up.

2.12. Developmental Activities within or through CF Area

The community will not restrict or object to any developmental activities carried out for the national interest such as the construction of farm roads, transmission lines, water supply, etc. However, clearance has to be obtained from CFMG and concerned agencies may have to compensate for the damages caused by the developmental activities as per the FNCRR. The assessment will be carried out by the forestry officials in the presence of CFMG and the relevant stakeholders.

2.13. Amendment of CFMP and by-laws

- i. The approved and certified management plan serves as a legal document for managing the CF and its bylaws by CFMG members.

- ii. All the management activities are required to be carried out as per the management plan and by-laws.
- iii. The CFMG shall have the right to amend some sections or criteria if found genuine by conducting the general meeting in the presence of forestry officials.
- iv. The members will be allowed to incorporate the amendment parts into the management plan and implement them accordingly after receiving the recommended notification from the Department.

2.14. Powers of the Department

- i. With reference to FNCRR 2017, Chapter III (105) the Department shall suspend the rights and privileges of the CFMG members to control, manage and utilize the CF when members are unable to manage the CF according to its management plan and bylaws or otherwise fail to meet their responsibilities;
- ii. The Department has the right to suspend the CF if the members engaged in any activities against the set provisions prescribed in the by-laws or management plan.
- iii. The CF shall be suspended for a minimum period of 3 years during which the CFMG members shall not be allowed to avail any forest produce from SRF land. After three years the Department shall review the issue and decide on approval or rejection of the certificate based on the recommendation from the CFO and SFED.

Annexure I: List of CFMG member

List of Drukdingsa CFMG.

Sl.No	Name	CID No.	Gung No.	Thram No.	Signature
1.	Mon Prasad Rai	10209001822	kha-6-163	164	
2.	Suk Bir Rai	10209001826	kha-6-164	171/173	
3.	Til Bdr Rai	10209001831	kha-6-165	163	
4.	Sire Man Rai	10206002224	kha-6-167	161	
5.	Mon Dhej Rai	10209001844	kha-6-166	166	
6.	Suk Bir Rai	10209001867	kha-6-168	161	
7.	Rai Bdr Rai	10209001877	kha-6-169	162	
8.	Bhakta Bdr Rai	10209001895	kha-6-171	169	
9.	Ram Kumar Rai	10206002252	kha-6-172	170	
10.	Sandha Man Rai	10209001904	kha-6-173	168	
11.	Kul Bdr Rai	10209001910	kha-6-174	160	
12.	Budhi Maya Rai	10209001932	kha-6-176	190	
13.	Budhi Raj Rai	10209001926	kha-6-177	170	
14.	Kumari Rai	10209001537	kha-6-178	167	

List of Drukdingsa CFMG.

Sl.No	Name	CID No.	Gung No.	Thram No.	Signature
15.	Harka Maya Rai	10209001927	Chg-6-213	325	
16.	Son Rani Rani	10209001828	Chg-6-222	346	
17.	Birkha Man Rai	10209001845	Chg-6-230	357	
18.	Harka Dhaj Rai	10209001846	Chg-6-238	356.	

Annexure II: List of CFMG Committee members

Sl.No	Name of person	Post appointed	Gender	Contact No
1	Rai Bdr. Rai	Chairman	Male	77430633
2	Bidur Rai	Secretary	Male	77217726
3	Maita Bir	Accountant/Treasurer	Male	77208583
4	Mani Kumar	Resoop	Male	77436440
5	Mon singh	Resoop	Male	17607349

Annexure III; Stand and Stock Tables

STAND & STOCK TABLE SHEET 1 - NUMBER OF TREES												N-Trees				
1. Name of CF	Drukdingsa CF						Production Area						79 ha			
2. Species Group	Broadleaf															
3. No of Plots							Net Production Area						59.25 ha		25% of Production Area	
4. Block Name																
5. estimated parameter	: Average Number of Trees per Ha												(report all values to 2 decimals)			
Dbh class (cm)																
Species group	10-19	20-29	30-39	40-49	50-59	60-69	70-79	80-89	90-99	100-109	110-119	120+	total	%		
Persea	1.05	0.79	0.53	0.53	0.26								3.16	7.89%		
Beilschmiedia				1.58	1.32								2.89	7.24%		
Litsea		0.26	1.05	0.26									1.58	3.95%		
Cinnamomom		0.26		0.26		0.26							0.79	1.97%		
Other Broadleave	15.00	7.63	3.42	1.84	2.37		0.53	0.26	0.53				31.58	78.95%		
total broadleaf	16.05	8.95	5.00	4.47	3.95	0.26	0.53	0.26	0.53				40.00	100.00%		
total all species	16.05	8.95	5.00	4.47	3.95	0.26	0.53	0.26	0.53				40.00	100.00%		
%	0.40	0.22	0.13	0.11	0.10	0.01	0.01	0.01	0.01				100.00%			
AAC (No.of Trees)	9	5	3	2	2	0	0	0	0				22			

STAND & STOCK TABLE SHEET 2 - BASAL AREA												N-Trees			
1. Name of CF		Drukdingsa CF						Production Area				79 ha			
2. Species Group		Broadleaf													
3. No of plots								Net Production Area				59.25 ha		25% of Production Area	
3. Name of Block															
4. estimated parameter		: Average Basal Area per Ha (m2/ha)											(report all values to 2 decimals)		
Dbh class (cm)															
Species group	10-19	20-29	30-39	40-49	50-59	60-69	70-79	80-89	90-99	100-109	110-119	120+	total	%	
total conifer															
Persea	0.02	0.04	0.05	0.08	0.06								0.25	2.32%	
Beilschmiedia				0.25	0.31								0.55	5.19%	
Litsea		0.01	0.10	0.04									0.15	1.42%	
Cinnamomom		0.01		0.04		0.09							0.14	1.31%	
Other Broadleave	0.97	1.36	1.21	1.09	2.10		0.87	0.56	1.40				9.57	89.76%	
total broadleaf	0.99	1.42	1.36	1.50	2.46	0.09	0.87	0.56	1.40				10.66	100.00%	
total all species	0.99	1.42	1.36	1.50	2.46	0.09	0.87	0.56	1.40				10.66	100.00%	
%	0.09	0.13	0.13	0.14	0.23	0.01	0.08	0.05	0.13				100.00%		

STAND & STOCK TABLE SHEET 3 - VOLUME												N-Trees			
1. Name of CF		Drukdingsa CF						Production Area				79 ha			
2. Species Group		Broadleaf													
3. No of plots								Net Production Area				59.25 ha		25% of Production Area	
3. Name of Block															
4. estimated parameter		: Average Volume per Ha (m3/ha)												(report all values to 2 decimals)	
Dbh class (cm)															
Species group	10-19	20-29	30-39	40-49	50-59	60-69	70-79	80-89	90-99	100-109	110-119	120+	total	%	
total conifer															
Persea	0.09	0.23	0.35	0.66	0.54								1.88	6.34%	
Beilschmiedia				2.13	2.96								5.10	17.25%	
Litsea		0.07	0.62	0.28									0.97	3.28%	
Cinnamomom		0.07		0.36		1.05							1.48	5.00%	
Other Broadleave	1.22	2.13	2.19	2.19	4.64		2.23	1.52	4.02				20.14	68.13%	
total broadleaf	1.31	2.50	3.16	5.63	8.15	1.05	2.23	1.52	4.02				29.56	100.00%	
total all species	1.31	2.50	3.16	5.63	8.15	1.05	2.23	1.52	4.02				29.56	100.00%	
%	0.04	0.08	0.11	0.19	0.28	0.04	0.08	0.05	0.14				100.00%		
AAC (m3)	0.70	1.35	1.70	3.03	4.39	0.57	1.20	0.82	2.16				15.92	m3	

STAND & STOCK TABLE SHEET 1 - NUMBER OF TREES												T-Trees			
1. Name of CF	Drukdingsa CF					Production Area					79 ha				
2. Species Group	Broadleaf														
3. No of Plots	76					Net Production Area					59.25 ha		25% of Production Area		
4. Block Name															
5. estimated parameter	: Average Number of Trees per Ha												(report all values to 2 decimals)		
Dbh class (cm)															
Species group	10-19	20-29	30-39	40-49	50-59	60-69	70-79	80-89	90-99	100-109	110-119	120+	total	%	
total conifer															
Acer		0.26	0.53	0.53	0.26	1.58	0.26	0.26		0.26			3.95	5.36%	
Persea		2.11	1.84	6.05	3.42	4.47	1.58	0.79	0.26	1.58			22.11	30.02%	
Cinnamomom		1.05	0.53	1.05	0.26		0.26						3.16	4.29%	
Beilschmiedia	0.26		0.26	1.05	0.53	0.26	0.26						2.63	3.57%	
Oak					1.00								1.00	1.36%	
Michelia	0.79	0.53			0.79	0.26	3.16		0.53				6.05	8.22%	
Litsea	0.53	2.11	1.58	2.89	0.79	0.79		0.26					8.95	12.15%	
Other Broadleave	0.79	2.37	4.21	7.11	3.42	1.58	2.89	1.32	0.53	1.58			25.79	35.03%	
total broadleaf	2.37	8.42	8.95	18.68	10.47	8.95	8.42	2.63	1.32	3.42			73.63	100.00%	
total all species	2.37	8.42	8.95	18.68	10.47	8.95	8.42	2.63	1.32	3.42			73.63	100.00%	
%	0.03	0.11	0.12	0.25	0.14	0.12	0.11	0.04	0.02	0.05			100.00%		
AAC (No.of Trees)	1	5	5	10	6	5	5	1	1	2			40	No.of Trees	

STAND & STOCK TABLE SHEET 2 - BASAL AREA												T-Trees			
1. Name of CF	Drukdingsa CF					Production Area					79 ha				
2. Species Group	Broadleaf														
3. No of plots	76					Net Production Area					59.25 ha		25% of Production Area		
3. Name of Block															
4. estimated parameter	: Average Basal Area per Ha (m2/ha)													(report all values to 2 decimals)	
Dbh class (cm)															
Species group	10-19	20-29	30-39	40-49	50-59	60-69	70-79	80-89	90-99	100-109	110-119	120+	total	%	
total conifer															
Acer		0.01	0.05	0.08	0.06	0.52	0.11	0.15		0.23			1.21	3.25%	
Persea		0.10	0.17	0.94	0.80	1.46	0.69	0.44	0.18	1.35			6.15	16.52%	
Cinnamomom		0.05	0.05	0.16	0.06		0.11						0.44	1.18%	
Beilschmiedia	0.00		0.02	0.16	0.12	0.09	0.11						0.52	1.39%	
Oak					0.23								0.23	0.63%	
Michelia	0.01	0.02			0.18	0.09	1.38		0.37				2.05	5.52%	
Litsea	0.01	0.10	0.15	0.45	0.18	0.26		0.15					1.30	3.48%	
Other Broadleave	0.05	0.42	1.49	4.21	3.03	1.96	4.80	2.81	1.40	5.15			25.32	68.04%	
total broadleaf	0.08	0.71	1.93	6.02	4.67	4.37	7.21	3.54	1.96	6.73			37.21	100.00%	
total all species	0.08	0.71	1.93	6.02	4.67	4.37	7.21	3.54	1.96	6.73			37.21	100.00%	
%	0.00	0.02	0.05	0.16	0.13	0.12	0.19	0.10	0.05	0.18			100.00%		

STAND & STOCK TABLE SHEET 3 - VOLUME												T-Trees		
1. Name of CF		Drukdingsa CF					Production Area			79 ha				
2. Species Group		Broadleaf												
3. No of plots		76					Net Production Area			59.25 ha		25% of Production Area		
3. Name of Block														
4. estimated parameter		: Average Volume per Ha (m3/ha)											(report all values to 2 decimals)	
Dbh class (cm)														
Species group	10-19	20-29	30-39	40-49	50-59	60-69	70-79	80-89	90-99	100-109	110-119	120+	total	%
total conifer														
Acer		0.09	0.36	0.63	0.48	4.17	0.95	1.25		1.97			9.90	5.66%
Persea		0.62	1.24	7.57	7.02	13.86	6.97	4.75	2.08	16.02			60.13	34.38%
Cinnamomom		0.28	0.35	1.42	0.62		1.49						4.17	2.38%
Beilschmiedia	0.02		0.19	1.42	1.19	0.91	1.31						5.03	2.88%
Oak					2.71								2.71	1.55%
Michelia	0.07	0.16			1.63	0.82	14.04		4.20				20.92	11.96%
Litsea	0.04	0.55	0.93	3.12	1.39	2.08		1.33					9.44	5.39%
Other Broadleave	0.06	0.66	2.69	8.46	6.71	4.69	12.27	7.62	4.02	15.46			62.64	35.81%
total broadleaf	0.20	2.35	5.76	22.62	21.74	26.53	37.02	14.94	10.30	33.45			174.93	100.00%
total all species	0.20	2.35	5.76	22.62	21.74	26.53	37.02	14.94	10.30	33.45			174.93	100.00%
%	0.00	0.01	0.03	0.13	0.12	0.15	0.21	0.09	0.06	0.19			100.00%	
AAC (m3)	0.11	1.27	3.10	12.18	11.71	14.29	19.94	8.05	5.55	18.02			94.22	M3

Annexure IV: CFMG new membership application form

To

The Chairperson,

_____ CF

I would like to join your CF starting from _____. I hereby furnish my details as mentioned below:

Part A: Applicant information

Name of Household representative:CID No: Village/Chiwog
.....Gewog: Gung No.:
.....Thram No.:

Details of timber availed from SRF

Standing form	Quantity (Nos.)	Year of allotment	Purpose for which timber was allotted	Remarks
Drashing				
Cham				
Tsim				
Log form (cft.)				

Date of submission:

Signature & Name of the Applicant

Affix legal stamp

The details given above are true to the best of my knowledge. From the date of joining as new member in the CFMG I shall abide with the CFMG by-laws.

Part B: Endorsement by CF Management Committee (The membership shall be accepted and registered after paying the membership fee and compensation, if any)

Signature & Date.....

Signature & Date

Signature & Date

Name

Name

.....

Name.....

Official seal

Official Seal

Chairperson

Secretary

Treasurer

Copy to: Concerned Forestry Officer Date of registration:

Serial No.

Annexure V: CFMG membership resignation application form

To

The Chairperson

_____ CF

I would like to resign from the CFMG starting from _____. I hereby furnish my details as mentioned below:

Part A: To be filled by the Applicant

Name of Household representative:CID No:

.....Village/Chiwog:Gewog:

..... Gung No: Thram:

Reason of withdrawal from CF membership:

Details of timber availed from CF during my membership in CFMG is as follows:

Standing form	Quantity (Nos.)	Year of allotment	Purpose for which timber was allotted	Remarks
Drashing				
Cham				
Tsim				
Log form (cft.)				

Date of submission:

Signature & Name of the Applicant

Part B: To be filled up by CFMC members

Date of application received:

The details of the applicant and his/her reason of withdrawal from CFMG have been checked and found genuine and all the information provided is found to be correct.

We hereby recommend for resignation from CFMG membership of the applicant as per his request after clearing any dues with the CFMG.

Verified and approved by CF Management Committee:

Signature & Date.....

Signature & Date

Signature & Date

Name

Name

Name.....

Official seal

Official Seal

Official Seal

Chairperson

Secretary

Treasurer

Copy to: Concerned Forestry Officer Date of resignation: Serial No.
.....

ANNEX 9: LOANS APPLICATION FOR CFMG MEMBERS

Name: Village:

Gung No. རྒྱུང་གླིང་གླིང་གླིང་..... Thram No. ཐུབ་རྒྱུང་གླིང་.....

[illegible]

Amount Applied Nu: (in words)

Purpose

Mortgage (မုတ်ဂေ့) (sp. 500.00)

a) နှုတ်	Total value of mortgage (\$) မြန်မာ့ဘဏ် အစီအစဉ်
b) နှုတ်	
c) နှုတ်	


Third Party Guaranty (if any):

Name, CID No, M. No. Thram No. Gung No. ဦးစီးမှူးရုံးချုပ်၊ အထွေထွေအဖွဲ့အစည်း	Signature and Date ဦးစီးမှူးရုံးချုပ်
--	--

Signature and Date of Applicant with legal stamps:

[illegible]

--

Sanctioned by: 

Treasurer

वर्तमान

Secretary

5028

Chairperson

Fig. 10.10

Annexure VII: Loan Agreement for CFMG members

Community Forest Management Group's Loan Agreement (translated version is also below this annex)

This loan agreement is executed between Mr..... CID no..... from.....Village,.....Gewog,.....Dzongkhag, who is a Community Forest User Group Member, hereinafter referred to as the "Borrower" and.....Community Forest Management Group, located at Gewog,Dzongkhag, who is duly represented by the Chairperson and Treasurer, hereinafter referred to as "Lender" and jointly referred to as "Parties".

NOW THEREFORE, The Parties have agreed to the following terms and conditions:

That the Lender have promised to pay the Borrower a sum of Nu..... (Ngultrum.....) only at an annual interest rate of % for the period ofyears.

That the loan amount and interest amount payable are as calculated below:

Details of loan:

Loan Amount : Nu.

Interest rate : %

Loan duration : years

Interest amount : Nu.

Total amount payable : Nu.

(Principal amount plus interest amount)

Repayment of the loan:

The Borrower shall repay the loan amount along with the interest amounting to Nu..... per year or upon the completion of loan term.

Mortgage

As a security for the repayment of loan and the interest thereon, the "Lender" hereby conveys the as mortgage in favour of the "Borrower". The schedule of property is as described below:

Name.....

Plot no/Model no/Make.....

Estimated value on the day of mortgaging:

Guarantor's liability:

In the event, the borrower for any reason is not able to make payment on time, the liability to repay the unpaid amount of loan along with the interest accrued thereof shall be with the guarantor.

Penalty on default of payment:

The "Lender" shall be liable for the penalty of % Per year on the failure to repay the loan amount along with the interest as per the terms and conditions specified in this agreement.

In the event the "Lender is not able repay the loan amount, the burden shall be on the "Guarantor", if any or the "Borrower" shall realise the loan amount through the disposal of mortgaged property upon following a due process of law.

Done on.....day ofmonth at

For Borrower:

For Lender:

Chairperson's signature

Signature

Treasurer's signature

Guarantor's signature

CID #

Contact #

Annexure VIII: Application form for forest produce from CF for rural use

Part A – To be filled in by the Applicant/member

Name of applicant:

Citizenship I.D. no: c. Village:

d. Gung No: e. Thram No:

Details of timber availed from SRF/CF If yes, please provide details of the timber allotted as follows:

Standing form	Quantity (Nos.)	Year allotment	Purpose for which timber was allotted	Remarks
Drashing				
Cham				
Tsim				
Log form (cft.)				

Details of following timber applied for the purpose

Products	Quantity (Nos.)	Volume (cft)	Remarks
Drashing			
Cham			
Tsim			
Dangchung/ Flag			
Firewood			
Sand			
Stones			
NWFPs (specify)			
Others			

Purpose.....

Note: An applicant can avail timber as per the FNCRR, 2017 once in 25 years for new construction and 12 years for renovation which will be calculated from previous timber allotments from SRF/CF. k. Copy of construction approval attached:

I hereby certify that the details given above are true to the best of my knowledge. In case of any false or wrong information, I am liable to be penalized under the Forest & Nature Conservation Act 1995 and the Rules and Regulations made there under.

Signature of applicant with legal stamp affixed

Date.....

PART B: To be filled up by the CF Management Committee Construction approval no:
..... dated

We hereby certify that:

We have verified the details of the applicant and found to be true and correct

ii) Timber requirement is genuine

iii) The details of the applicant and quantity of timber/other forest products applied for rural use have been verified with the records maintained by the CFMG and found to be correct.

We hereby Approve/Reject the application for allotting timber/other forest products to the applicant from CF Reasons for rejection:

.....
.....
.....
.....

Name & Signature of Chairperson & Date

Name & Signature of Secretary & Date

Name & Signature of Treasurer & Date

Annexure IX: Handing taking charge note for CFMG

I/we Mr.
Chairperson/Secretary/Treasurer, of
..... Community
Forest Management Group, Gewog,
Dzongkhag after rendering years of service is resigning with the permission from
CFMG members as decided or approved during the CFMG meeting conducted on

Therefore, the undersigned hereby handed over the complete charge of the
..... CF to new CF
Management Committee members
(Chairperson/Secretary/Treasurer) on dated

The charge lists are as attached below:

I. CFMG fund status on handing taking over day

1. Cash in hand (Nu.):
2. Bank balance (Nu.):
3. Loan (Nu.):
4. Total CFMG fund (Nu.):

II. Record Keeping Books/Registers and files

Sl. No.	List of books/register	Quantity	Used for year	Remarks

III. List of Tools, Equipment & furniture

Sl. No.	Detail of items	Quantity	Acquired/Transferred from	Remarks

IV. Others (mention if any)

Handed over by

Taken Over By

In Presence of