

# SANGKHU COMMUNITY FOREST

## **SANGKHU COMMUNITY FOREST MANAGEMENT PLAN (1<sup>ST</sup> REVISION)**



<b>TOTAL AREA:</b>	<b>32.72 HECTARES</b>
<b>NO. OF H/H:</b>	<b>11</b>
<b>VILAGE:</b>	<b>SARPHU</b>
<b>GEWOG:</b>	<b>DARLA</b>
<b>DZONGKAG:</b>	<b>CHUKHA</b>

**Plan period: 2023 to 2033**



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 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 Lobsay)  
 Chief Forestry Officer

Approved By:

  
 (Director)  
 Department of Forest and Park Services

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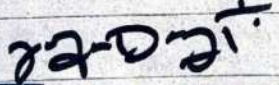

## Approval Sheet

APPROVAL SHEET: SANGKHU COMMUNITY FOREST MANAGEMENT PLAN

Name of Community Forest	Sangkhu Community forest
Village	Sangkhu
Chiwog	Sarpchu
Gewog	Darla
Dzongkhag	Chukha
Production area (Hectare/Acre)	32.72 Ha
Protection area (Hectare/Acre)	0 Ha
Total Community Forest Area (Hectare/Acre)	32.72 Ha
Total CFMG Member (No. of HH)	11

	Community Forest Management Group	Forestry Representative (CFMP Facilitator)	Gewog Administration	Forest Resources Planning and Monitoring Section	Divisional/Park Office
Signature					
Name	Kaji Man Rai	Basant Thapa	Rinchen Dorji	Pema Gyeltshen	Rinzin Dorji
Title	Chairperson	In-Charge Forest Ranger	Gup	Chief Forest Officer	Chief Forestry Officer

REVIEWED and RECOMMENDED FOR APPROVAL

Signature		
Name	Shelton Dey	Sam Palzer
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
Summary .....	vi
<b>Section 1: Community Forest Management Plan .....</b>	<b>- 1 -</b>
<b>1.1. Introduction.....</b>	<b>- 1 -</b>
<b>1.2. Community Forestry Boundaries .....</b>	<b>- 2 -</b>
1.2.1. Location of Community Forest.....	- 2 -
1.2.2. Land use map of CF.....	- 3 -
<b>1.3. Social Information .....</b>	<b>- 3 -</b>
<b>1.4. Forest Information.....</b>	<b>- 4 -</b>
<b>1.5. Participatory Environment Assessment .....</b>	<b>10</b>
Positive effects shown by (+ + +), Negative effects shown by (- - -) and no effects (or not relevant) shown by 0).....	10
1.5.1. Address potential negative effects. ....	11
<b>1.6. Climate Hazard Assessment.....</b>	<b>11</b>
1.6.1 Climate Vulnerability Assessment.....	12
<b>1.7. Forest Produces Demand Assessment.....</b>	<b>20</b>
<b>1.8. AAC vs Demand Assessment .....</b>	<b>20</b>
<b>1.9. Forest Management.....</b>	<b>21</b>
<b>1.9.1. Overall Management objectives of CF.....</b>	<b>21</b>
<b>1.9.3. Forest Produce Ranking.....</b>	<b>22</b>
<b>1.9.4. Forest product and Species Preferences .....</b>	<b>22</b>
<b>1.9.6. Monitoring Plans .....</b>	<b>24</b>
<b>1.9.7. Annual Work plan .....</b>	<b>26</b>
<b>1.10. Monitoring, review and evaluation .....</b>	<b>27</b>
<b>1.11. CF Networking.....</b>	<b>27</b>
<b>Part 2; Community Forest By-Laws .....</b>	<b>28</b>
<b>2.1. CFMG membership.....</b>	<b>28</b>
<b>2.2. Membership fees .....</b>	<b>28</b>
<b>2.3. Withdrawal of membership. ....</b>	<b>28</b>
<b>2.4: Management committee formation.....</b>	<b>29</b>
<b>2.4.1: Composition of committee members.....</b>	<b>29</b>
<b>2.4.2: Election of the committee members .....</b>	<b>29</b>
<b>2.4.4: Eligibility of the management committee members .....</b>	<b>29</b>
<b>2.4.5: Procedure for leaving the Executive Committee .....</b>	<b>29</b>
<b>2.5. Terms of Reference for CF Management Committee. ....</b>	<b>30</b>
<b>2.6. Roles and responsibilities of CFMG members.....</b>	<b>31</b>
<b>2.7. Benefit sharing mechanism .....</b>	<b>31</b>
<b>2.7.1. Timber.....</b>	<b>32</b>

<b>2.7.2: Fuel wood</b> .....	33
<b>2.7.3: Fencing posts</b> .....	33
<b>2.7.5. Grazing in CF areas</b> .....	33
<b>2.7.9. Non-wood Forest Product</b> .....	34
<b>2.8. Labor</b> .....	34
<b>2.9. Loan disbursement procedures.</b> .....	34
2.9(a). CFMG fund for loans and its procedures .....	35
2.9(b). Eligibility criteria for loan .....	35
2.9(c). Interest rate and loan term .....	35
2.9(d). Repayment schedule and process .....	35
2.9(e). Penalties.....	35
2.9(f). Loan approval and disbursement process .....	35
2.9(g). Loan review .....	35
<b>2.10. Meetings</b> .....	36
2.10.1. General meeting .....	36
2.10.2. Executive members meeting .....	36
<b>2.11. Fees (products/service fees, etc)</b> .....	36
<b>2.12. Fines and Penalties</b> .....	36
<b>2.13. CF Fund Management</b> .....	37
2.13.1. Source of fund.....	37
2.13.2. Procedure in CF fund management.....	38
2.13.3. CF fund utilization areas .....	38
<b>2.14. Record and book keeping</b> .....	38
<b>2.15. Conflict management</b> .....	38
<b>2.16. Developmental Activities within or through CF Area</b> .....	39
<b>2.17. Amendment of CFMP and by-laws</b> .....	39
<b>2.18. Powers of the Department</b> .....	39
<b>Annexure IV: CFMG new membership application form</b> .....	42
<b>Annexure V: CFMG membership resignation application form</b> .....	43
<b>Annexure VI: Loan application for CFMG members</b> .....	45
<b>Annexure VII: Loan Agreement for CFMG members</b> .....	46
<b>Annexure VIII: Application form for forest produce from CF for rural use</b> .....	48
<b>Annexure IX: Handing taking charge note for CFMG</b> .....	50

**List of figures**

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

**ACRONYMS**

AAC.....	Annual Allowable Cut
AD.....	Annual Demand
AHL.....	Annual Harvesting Limit
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 2017
FO.....	Forest Officer
HH.....	Household
Nu.....	Ngultrum
RO.....	Range Officer
SFED.....	Social Forestry and Extension Division
SRF.....	State Reserved Forest

### Summary

The Sarphu is village under Darla Gewog in Chukha Dzongkhag consists of 24 households. It is located to the southeast of Darla Gewog center which is about two and half hour's journey. During the first plan cycle only 18 households have come together to form the Sangkhu Community Forest Management Group with an area of 32.72ha. However, during the plan revision, few of the household resigned voluntarily from Sangkhu Community Forest Management Group. Currently there are **11** household willing to managed 32.72 ha from SRF land which is adjacent to their village.

The communities depend on subsistence farming with Arecanut and Ginger as their main cash crops and livestock products for income generation. The forest adjacent provides them with unprecedented number of benefits in the past, however with the development and increasing population, communities are now experiencing the shortages of trees for all purposes. Therefore, the communities are aware of the benefits from their CF and thus came up with an idea to continue the management of their CF for another plan period.

The Community Forest have been incepted to be governed and guided by following objectives set by the CFMGs:

1. *Sustainable harvesting and utilization timber*
2. *Plantation in barren areas with high value timber species*
3. *Plantation of NWFP for short term income*
4. *Water source protection*
5. *Protection from illegal harvesting of timber and poaching*

To meet the above objectives the CFMGs have also agreed and came to consensus to carryout silviculture activities such as Cleaning, Weeding, Thinning, Pruning, Protection of illegal activities, Protection of wildlife and sale of excess timbers and NWFPs in future. During the 10 years plan period the communities have planned activities mainly aimed towards overall improvement of the forest designated as CF and generating community income.

The basal area Calculated is **14.43 M<sup>2</sup>/ha**. While comparing the present status of forest stock with total annual demand, it is justified that the Community Forest is not in the position to meet the demand, and community has to depend on Government Reserved Forest for another 10 years.

The forest type is subtropical forest with species such as *Shorea robusta*, *Schima wallichii* and *Chukrasia tabularis*. The forest is also home for Bears, Deer, Monkeys, wild pigs, wild birds and many more.



## Section 1: Community Forest Management Plan

### 1.1. Introduction

Sarphu Chiwog is the remote Chiwog under Darla Gewog, located three hours drive from Gedu town. Chiwog is constituted of 18 households and is scattered type of settlement. The village originally consists of 18 households and 18 household have joined the first plan period and now seven households voluntarily resigned from the CFMG membership and now left with 11 households to manage the CF. The main income of the farmers is Arecanut and Ginger. Livestock products also contribute to their daily income. The population of the village is 156 with 76 male and 80 females. The Community Forest is located at an altitude of 460-660 masl.

With the initiation of CF in 2013, the members were bestowed with user rights to harvest timber, firewood, etc. based on their management plans from 32.72 hectares of CF. The population of the chiwog had close interaction with the forest and its products from time immemorial. The forest provided the people in the village with forestry products such as timbers for construction, fuel wood, fencing posts, flag post and other minor Forest Products for their daily consumption. However, with increasing developmental activities and increase in human population the forest adjacent to their village started degrading due to increasing pressure on forest. However, social attachment among the community is the supplement for successful management and implementation of community forest management plan.

The designated community forest is subtropical forest with dominant species of *Shorea robusta*, *Schima wallichii*, *Chukrasia tabularis*, Harey and Tarshing. The community forest is also home for many wildlife species. Most common species found are Bear, Deer, Monkeys, Wild Pig, Squirrels, Birds and many more.

The Community Forest have been incepted to be governed and guided by following objectives set by the CFMGs:

1. *Sustainable harvesting and utilization timber*
2. *Plantation in barren areas with high value timber species*
3. *Plantation of NWFP for short term income*
4. *Water source protection*
5. *Protection from illegal harvesting of timber and poaching*



## 1.2. Community Forestry Boundaries

Boundaries	Describe the permanent features
East	Footpath to Gairegoan
West	Peta Kholsi Stream
North	Footpath towards Pangri
South	Village/settlement

### 1.2.1. Location of Community Forest

The CF location in relation to its beneficiary settlements are given in the google map. The map showed the detail location of CF area.



Figure 1: CF Location Map

### 1.2.2. Land use map of CF

The land use map showing the total CF area of 32.72 ha with majority area covered with broadleaf forest.

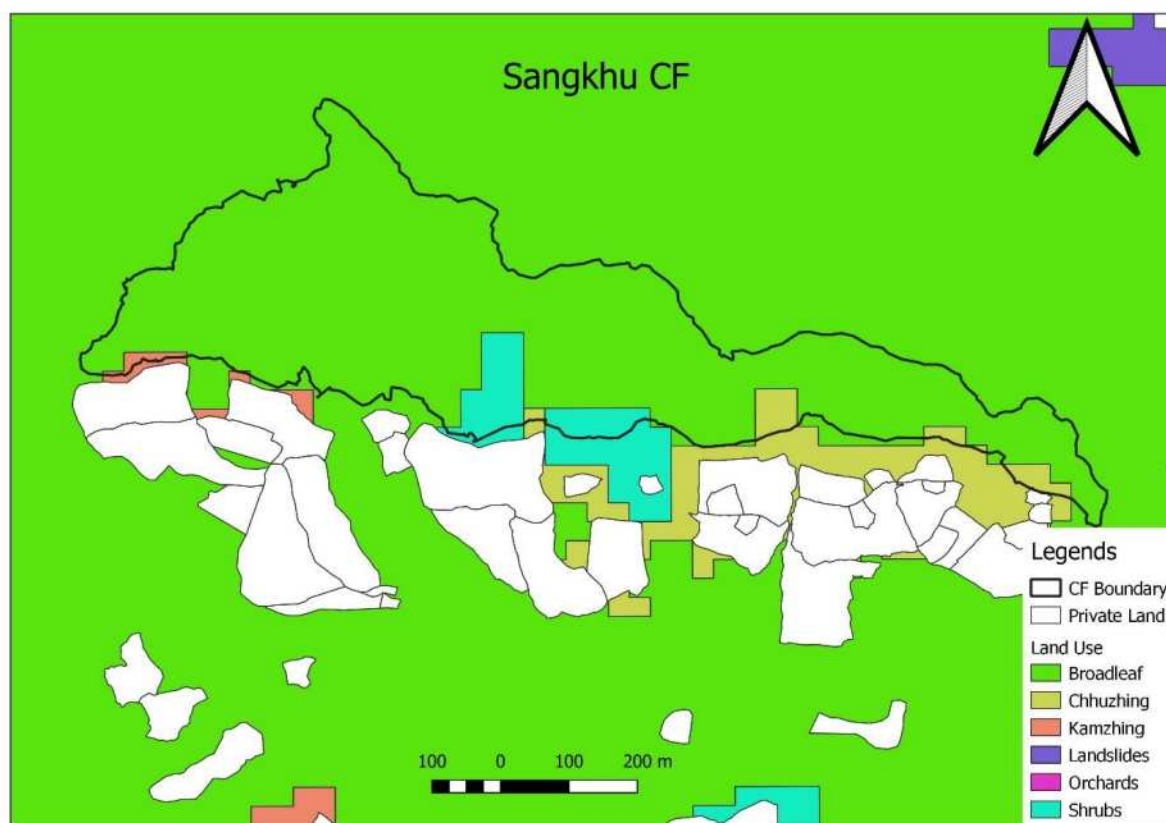


Figure 2: Land use map of CF

### 1.3. Social Information

	Descriptions by points
Name of the villages:	Sarphu
History of the village:	
Ethnic groups with CFMG:	Homogeneous (Rai)
Infrastructures:	Electricity, ECR, Mobile communication, Drinking water supply and out reach clinic
Total Household (HH) number:	18
Total human Population of CF area:	156
Gender Status (Male and female):	Male =76 & Female= 80

Cattle population of the CF area:	55
Main crops:	Arecanut and Vegetables
Cropping pattern:	Seasonal
Criteria for well-being livelihood:	Rich (Land > 5 acres, who own vehicles & Shop) Medium (land < 5 acres who does not own shop and vehicle)
No. HH (wealthy)	Five
No. of HH (medium wealthy, if so)	Seven
Average annual income:	Nu./year 30,000/- to 100,000/-
If any add:	

#### 1.4. Forest Information

The forest condition of Sangkhu Community Forest is young with basal area 14.43 M<sup>2</sup>/ha. The forest is mainly composed of Subtropical Warm Broad leaf forest species with the most dominant species found as *Shorea robusta* and *Schima wallichii* while Chackrasey, Champ, Maina, Bamboo, Lamphatey and Seris occurring in lesser numbers. The general condition of the forest is open with few matured trees with very less regenerations.

The average slope gradient ranges from 10-40 degrees and the soil erosion inside the CF is very much potential. The forest has diverse species of both flora and fauna. The faunal species that are found in the area are wild pigs, Deer, Bear, Monkey etc.

The highly preferred species by the community for construction are Sal since it is the only timber species that are available in enough quantity in Community Forest area. The community Forest Management group prefers Chatewan, Jamuna, Khera and Mayna as the fuel wood. The Community's preference for flag posts is Khera and Mayna.

#### Whole CF Area

Format 1. Forest Resource Assessment Format ( <i>Complete this format for each block</i> )	
Name of Community Forest	Sarphu Community Forest
Date of Assessment	26.05.2023 - 28.5.2023
Name of block	Sarphu
Block area	32.71 ha
Name of recorder	Yeshi Gyetshen, Basant Thapa, Sonam Lhendup, Thiley Chedup

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 checked="" type="checkbox"/>	Chir pine forest	<input type="checkbox"/>	Warm broadleaved forest	<input type="checkbox"/>
Cool broadleaved forest	<input 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 30cm 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
Chukrasey (Lh)	<i>Chukrasia tabularis</i>
Sal (Lh)	<i>Shorea robusta</i>
Chilauney (Lh)	<i>Schima wallichii.</i>
(i) Plantation	



Is there any Yes plantation? No ✓	Approximate 2 meters height of planted trees (m)		
Year planted	Is the plantation? Under stocked <input type="checkbox"/> Stocked <input type="checkbox"/> Overstocked <input type="checkbox"/>		
(ii) Forest Condition –Age			
Mature ✓	Polestage <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 ✓ 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 ✓ 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>Shorea robusta</i>	2) <i>Ailanthus integrifolia</i>	3) <i>Terminalia chebula</i>
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 ✓ < 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 ✓	Good <input type="checkbox"/>
		Very Good <input type="checkbox"/>
Does the main forest canopy consist of large, mature trees?	Yes <input type="checkbox"/>	No ✓

Forest Condition				
Age	Canopy density	Regeneration & coppice	Seed tree class	Condition

<b>Mature forest</b>	Dense	Abundant		Very good
		<b>Scattered/few</b>	<b>Low</b>	Good
	<b>Open</b>	Abundant		Good
		Scattered/few	Moderate	<b>Average</b>
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
<b>Moderate</b>	<b>Erosive</b>	Moderate or high	<b>Moderately critical</b>
		<b>Low</b>	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)	0.5 ha
Dominant vegetation type in the open space	<i>Shorea robusta</i>
Cause of open space e.g. grazing, fire, harvesting, etc.	Rocky area

e. Grazing and fodder			
Grassland type			
Natural <input type="checkbox"/>	Man-made <input type="checkbox"/>	Mixture <input type="checkbox"/>	Predominantly forest <input checked="" type="checkbox"/>
Main fodder species being used			
Local name		Scientific name	

Khamari (Lh)	<i>Gmelina arborea</i>
Pararey (Lh)	<i>Stereospermum</i> spp.
Tangki (Lh)	<i>Bauhinia</i> spp

Pasture quality		
Local name	Scientific name	Palatable/unpalatable
Kharge (Lh)		Palatable
Broom grass	<i>Thysanolaena</i> spp.	Palatable
Saley Lahara (Lh)		

Use pattern	<input type="checkbox"/>	Seasonal	<input checked="" type="checkbox"/>	All year	<input type="checkbox"/>
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Type of user	Migratory	<input type="checkbox"/>	Local	<input checked="" type="checkbox"/>	Both	<input type="checkbox"/>
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<b>f. Catchment Condition</b>			
(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		<b>moderate</b>	<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)			
<b>Erosive</b> <input checked="" type="checkbox"/> disperses and/or breaks up in water easily		Non-erosive <input type="checkbox"/> stable to water flow	
(iii) Catchment Condition – Slope			
Slope (degrees)	Slope steepness class <input type="checkbox"/>		
<10°	Gentle	<input type="checkbox"/>	
10° – 30°	<b>Moderate</b>	<input checked="" type="checkbox"/>	
> 30°	Steep	<input type="checkbox"/>	
Catchment Condition Summary			
Less critical	<input type="checkbox"/>	<b>Moderately critical</b>	<input checked="" type="checkbox"/>
		Highly critical	<input type="checkbox"/>

<b>g. Fauna</b>	
Local name	Scientific name
Common Leopard	<i>Panthera pardus</i>
Barking Deer	<i>Muntiacus muntjac</i>
Wild pig	<i>Sus scrofa</i>
Monkey	Assamese macaque

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	Thinning and removal of unwanted spp to promote the growth of young stand
2	Reduce continuous harvesting of timber and firewood to regain its stock capacity by following AHL and ACC strictly
3	Regular patrolling and monitoring are required against illegal harvesting of timber and NWFPS



## 1.5. Participatory Environment Assessment

Participatory Environmental assessment format for Sangkhu Community Forest								
	Potential Environmental effects				Potential Socio-Economic effects			
Activity proposed in CFMP	Soil	Water	Wild Animals	Plants	traditional	Cultural and religious values	Local employment	Local benefits from the forest products
Fuel wood harvesting	-	--	++	++	+++	++	++	++
Forest protection	+++	+++	+++	+++	++	+++	+++	+++
Thinning	+++	++	0	+++	+++	0	++	++
Weeding/Cleaning	++	0	0	+++	++	0	+	++
Timber Harvesting	--	--	--	--	0	-	++	++
Fire Control	+++	++++	+++++	+++++	+++	+++	+++	+++
Grazing control	+++	++	++++	+++++	++	++	+++	++
NWFP Mgt	--	---	--	++	0	0	+++	++

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

**1.5.1. Address potential negative effects.**

Activity	Procedures
Timber Harvesting	<p>Felling of trees on the slopes &gt;50% will be restricted.</p> <p>Felling of trees in the water source areas within 20m radius will be prohibited.</p> <p>Selective felling will be done to ensure enough trees are retained</p>
Fuel wood harvesting	<p>Felling and rolling of the logs on the slopes will be restricted.</p> <p>Quantities of trees to be felled will be controlled and distribution will be done on need basis.</p>

**1.6. Climate Hazard Assessment**

Climate Hazard Matrix						
	Landslide	Flood	Drought	Forest fire	Animal diseases	Reduced crop yields
Landslide	x	Landslide	Drought	Forest fire	Animal diseases	Reduced crop yields
Flood		X	Drought	Forest fire	Animal diseases	Reduced crop yields
Drought			x	Forest fire	Drought	Drought
Forest fire				x	Forest fire	Forest fire
Animal diseases					X	Animal diseases
Reduced crop yields						X

Result: 1<sup>st</sup>=Forest fire (5), 2<sup>nd</sup>=Drought (4), 3<sup>rd</sup>=Animal diseases (3), 4<sup>th</sup>=Reduced crop yields (2), 5<sup>th</sup>=Landslide (1), 6<sup>th</sup>=Flood (0).

**1.6.1 Climate Vulnerability Assessment**

Social group/Sector	Landslide	Flood	Reduced crop yields	Animal disease	Forest fire
Rich	1.Plant trees 2. Built walls.	NA	1. Buy quality fertilizers 2. Use Locally composed manure	1. Afford to get treatment instantly.	NA
Medium	1. Plants trees.	NA	1.Buy fertilizers 2.Use Locally composed manure	1. Afford to get treatment instantly.	NA
Poor	1.Plant trees	NA	1.Use Locally composed manure	1. Get treatment from nearest Livestock centre.	NA

**Annual Allowable Cut of the CF**

Products	Dangchung	Tsim	Cham	Drashing	Pole/Post	Firewood	Total
<i>Volume (m<sup>3</sup>)</i>	0.70	1.42	5.98	15.93	2.93	6.75	<b>33.71</b>
<i>Volume (cft)</i>	24.80	50.25	211.16	562.76	103.46	238.25	<b>1190.68</b>
<i>Nos of Trees</i>	<b>9</b>	<b>5</b>	<b>9</b>	<b>7</b>	<b>16</b>	<b>8</b>	<b>54</b>

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

Firewood=Drashing & Cham size of N-Trees

**\*\*20% of total production area is reduced considering some protection or unproductive area and errors in data calculation. Therefore, net production area used for calculation of AAC is 80% of 32.72 ha i.e 26.176 ha. \*\***

**1.7. 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 cfts) (B)		Number (A*C)=D	Volume (in cfts) (B*C)=E	Number (D*10)	Volume (in cfts) (E*10)
For new construction							
Drashing	9		0.20	1.8		18	
For Renovation							
Drashing	5		0.7	3.5		35	
Firewood	2		9	18		180	
Fencing posts	60		9	540		5400	

**1.8. AAC vs Demand Assessment**

Produce	Total AAC (Numbers)	Total Annual Demand (Numbers)	Difference (Numbers)	Comments
Drashing	7	2	+5	Sufficient.
Firewood	8	18	-10	Lops, tops, dead, dying and diseased can be used.
Fencing posts	16	540	-524	Cham, and tsim can be allotted as fencing post



## 1.9. Forest Management

### 1.9.1. Overall Management objectives of CF

The CFMG of Sangkhu Community Forest has set following overall objectives as the guiding tool for the sustainable management of the Community Forest:

1. Sustainable harvesting and utilization timber
2. Plantation in barren areas with high value timber species
3. Plantation of NWFP for short term income
4. Water source protection
5. Protection from illegal harvesting of timber and poaching

### 1.9.2. Forest Management procedures

Block-wise CF Management procedures- Sangkhu Community Forest				
1	Produce/Service	Drashing	Firewood	NWFP's
2	Main species	Sal, Gamari, Aungary, Chakrasey, Chilauney	Harey, Khera, Chatewan, Jamuna,	Stone and aggregates
3	Problems	Insuffecient	Insuffecient	Stone and aggregates abundant for commercial purpose
4	Opportunity	<ol style="list-style-type: none"> <li>1. Avail from SRFL</li> <li>2. Plant high value timber</li> <li>3. Retain cham size to attain drashing size</li> </ol>	<ol style="list-style-type: none"> <li>1. Use unwanted species, dead, wind fallen and top broken trees.</li> <li>2. Retain inferior species from rampant cutting.</li> <li>3. Switch to electric cookers and gas stoves.</li> </ol>	Marketing of NWFP for income generation.
5	Management Objectives	<ol style="list-style-type: none"> <li>1. Sustainable harvesting</li> <li>2. Harvest as per AAC</li> </ol>	<ol style="list-style-type: none"> <li>1. Reduce over lopping for fodders.</li> <li>2. Strictly follow MP</li> </ol>	

6	Activities to achieve objectives	1. Plantation activity 2. Cleaning	1. Plantation in registered fallow land 2. Limit fodder collection from CF	
7	Procedure	1. Plantation in open areas 2. Cleaning of unwanted species 3. Strictly follow AAC	1. Seek support for fodder saplings from livestock. 2. Procure seedlings from forest nursery	
8	Responsibilities	CFMG Members	CFMG Members	

### 1.9.3. Forest Produce Ranking

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: 1<sup>st</sup>=water (6), 2<sup>nd</sup>=timber (5), 3<sup>rd</sup>=firewood (4), 4<sup>th</sup>=Leaf litter (3), 5<sup>th</sup>=Grazing (2), 6<sup>th</sup>=mushroom (1), 7<sup>th</sup>=fodder (0).

### 1.9.4. Forest product and Species Preferences

Species/Local Name	Users	Drashing	Fencing Post	Firewood
Sal	Preference	+++++	+	+
	availability	****	***	****
Gamari	preference	+++++		+
	availability	****	****	***
Lampati	preference	+++++		+

	availability	***	**	**
Panisas	preference	-	+++	+++
	availability	-	*	*
Mandaney	preference	+++	+++++	-
	availability	**	***	-
Aungary	preference	+++++	-	+
	availability	*	-	**
Mayna	preference	+++	-	+++
	availability	***	**	***
Chakrasey	preference	+++++	+++	+++
	availability	**	**	***
Chatewan	preference	-	-	+++++
	availability	-	-	**
Jamuna	preference	-	++	+++++
	availability	-	*	*
Ratbersey	preference	-	-	+++++
	availability	-	-	**
Porarey	preference	++	++	++++
	availability	**	*	****
Khera	preference	-	-	+++++
	availability	*	*	****

+++++= Highly Preferred    += Least Preferred, \*\*\*\*\* = Availability, \*=Scarcely available

#### 1.9.5. Participatory Forest Resource and Services Monitoring

Objective/Activity	Indicator	How it will be monitored	Responsibility	Comments
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Ensure sustainable timber production and sell excess in future for income generation	Increase in size of trees retained	Reports of apprehensions by Resoops during their periodic patrolling	CF Committee Members and Resoops	Territorial Forest Division render technical support
Protect and conserve wildlife inside the Community Forest.	Cases of hunting and poaching inside CF	Decrease in number of reports by the Resoops and members	CF Committee Members and Resoops	Territorial Forest Division render technical support
Prevent and prohibit outsiders from collection of forest products from the CF	Cases of illegal activities by outsiders inside CF	Decrease in number of reports by the Resoops and members	CF Committee Members and Resoops	Territorial Forest Division render technical support

#### 1.9.6. Monitoring Plans

Participatory Forest Resource Impact Monitoring table.				
Activity	Indicator	How it will be monitored	Responsibility	Comments
Ensure sustainable timber production and sell excess in future for income generation	Increase in size of trees and dwindle in cases of illicit felling	Reports of apprehensions by Resoops during their periodic patrolling	CF Committee Members and Resoops	Territorial Forest Division should render technical support.
Protect and conserve wildlife inside the Community Forest.	Cases of hunting and poaching inside CF	Decrease in number of reports by the Resoops and members	CF Committee Members and Resoops	
Prevent and prohibit outsiders from collection of forest products from the CF	Cases of illegal activities by outsiders inside CF	Decrease in number of reports by the Resoops and members	CF Committee Members and Resoops	



Protect and Plantation of Khair in CF	Cases of illegal felling and in- crease the Khair area.	Reports of Resoops and plantation journal	CF committee member and Resoop	
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**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.		

## 1.9.7. Annual Work plan

Objective	Activity	Year									
		1	2	3	4	5	6	7	8	9	10
Protection from illegal harvesting of timber and poaching	CF Boundary demarcation										
	Patrolling in CF areas										
Sustainable utilization of forest resources	Silvicultural operation activities	Selection system will be followed for marking in CF Area									
	Cleaning and thinning in the CF area										
Income generation through sale of excess forest produce in future.	Sale of excess fuelwood and NWFPs										

Note: -The patrolling/monitoring shall be carried out in January, April and October months every year

**1.10. 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 5<sup>th</sup> year plan period. and the final at the last quarter of the 9<sup>th</sup> year plan period. The review and final evaluation report shall be based on Annexure 6 from forestry field manual for Bhutan 2018 (3<sup>rd</sup> edition).

**1.11. CF Networking**

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

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## Part 2; Community Forest By-Laws

### 2.1. CFMG membership

- i. The revised CF bylaws supersedes all sections of 2013 CF by-laws, however the name of CF remains unchanged (Sangkhu Community Forest).
- ii. The name of the CFMG shall be known as Sangkhu Community Forest Management Group.
- iii. The management group comprises of 11 households from Sarphu village.
- iv. It shall come into effect after the formal approval by the Department of Forest and Park services.
- v. The new members shall be allowed to join the CFMG upon payment of Nu.1,500 as an entry fee if he/she is separated from the house of registered CF members.
- vi. No outsider shall be entertained as CFMG member, however the households legally resettling in the chiwog and interested to join the CFMG will be entertained upon payment of Nu. 3,000 as an entry fee.
- vii. Any member enrolling as new CF member shall need to produce valid thram and Gung.
- viii. All enrollments of any new CFMG members shall be done only after consulting the existing CFMG members during the time of meeting.
- ix. A copy of new membership application should be forwarded to concerned forest officer for necessary updating of the membership list.
- x. Those resigned member/family will not be allowed to rejoin in CF membership at all times to come.

### 2.2. Membership fees

The CFMG members will collect the annual membership fee of Nu. 500/- and deposit it into CF account.

### 2.3. Incentives for Executive Members

- i. Sum of Nu. 500.00 (Five Hundred) only will be provided annually to executive members which will be shared among the Executive members as a voucher allowances.
- ii. A lumpsum of Nu. 500.00 (Five Hundred) only will be paid to Executive members as a TA per occasion for the services rendered for CFMG purposes.

### 2.3. Withdrawal of membership.

- i. Members have the right to withdraw from membership if he/she is not interested upon payment of withdrawal fee of Nu. 5000.00 but will not be allowed to join again. However, the members with disabilities can withdraw from member without having to pay the withdrawal fee.

- ii. The withdrawn members are also not entitled for any benefits or cannot claim compensation for labor contributed for the management of Community Forest during his/her tenure as CFMG member.
- iii. Any members wishing to withdraw their membership can do so after prior approval of CF Chairperson, with the written application.
- iv. The committee members are allowed to leave the post after serving minimum for 5 years if he /she is not interested to serve as executive member without any benefits.
- v. A copy of resignation of membership application should be forwarded to concerned forest officer for necessary updating of the membership list.

## **2.4: Management committee formation**

### **2.4.1: Composition of committee members**

The executive members were selected amongst the member based on the qualification and experience by the members during CF planning meeting in presence of forestry officials.

- i. Executive committee comprises of Chairperson, Secretary, Treasurer and 2 Resoops to oversee the day-to-day activities of the CF.
- ii. The terms of executive members shall be for five years. The same person can be re-elected if the service rendered by him/her is found satisfactory by the members or else can be subject to termination even before the term is complete on disciplinary ground.

### **2.4.2: Election of the committee members**

The CF management committee will be elected among CFMG members every after five years. However, they can be terminated, and the election shall be carried out through unanimous decisions of the group. The election will be conducted during general meeting in the presence of concerned forestry officer.

### **2.4.4: Eligibility of the management committee members**

Every member has the right to become the executive committee member unless he or she meets the following criteria:

- i. He/she should be the legal member of the CFMG
- ii. He/she should be able to read and write
- iii. Preference will be given to experience 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

### **2.4.5: Procedure for leaving the Executive Committee**

- i. The chairman, secretary and treasurer are not allowed to leave their post for a period of 10 years. However, he/she will be allowed for the genuine reasons like death case, long term sickness, 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 Annexure 15. The same shall be applied to rest of the executive committee members.

- ii. A copy of handing taking charge sheet 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.

## 2.5. Terms of Reference for CF Management Committee.

Sl. No	Title	Rights and Responsibilities
1	Chairperson	<ol style="list-style-type: none"> <li>1. Plan and initiate CF activities.</li> <li>2. Coordinate meetings.</li> <li>3. Report progress of the Community Forest.</li> <li>4. Issuance of permit and maintenance of CF books.</li> <li>5. Sign joint accounts for transaction.</li> <li>6. Monitor CF fund utilization.</li> <li>7. Overall monitoring of CF activities as per the plan and reporting.</li> <li>8. Sanction loans.</li> <li>9. Work as per the Community Forest Management plan.</li> </ol>
2	Secretary	<ol style="list-style-type: none"> <li>1. Assist Chairperson in his/her absence and coordinate the work.</li> <li>2. Minute keeping</li> <li>3. Sign on permit together with Chairperson as required in the permit.</li> <li>4. Sign joint accounts for transaction.</li> <li>5. Crosscheck Community Forest fund utilization.</li> <li>6. Sign the loan sanction letter.</li> <li>7. Respect the bylaws framed here in this management plan.</li> </ol>
3	Treasurer	<ol style="list-style-type: none"> <li>1. Maintain cash book and report Community Forest fund annually to Forest office.</li> <li>2. Receive fines and penalties and deposit into CF accounts.</li> <li>3. Keep detail accounts of the CF funds.</li> <li>4. Withdraw and deposit of funds.</li> <li>5. Sign the loan sanction letter.</li> <li>6. Respect the bylaws framed here in this management plan.</li> <li>7. Work as per the Annual Work plan of this management plan.</li> </ol>
4	Resoops	<ol style="list-style-type: none"> <li>1. He/she has the right to patrol the CF area and report any illegal activities taking place in the CF areas.</li> <li>2. He/she has the right to question any member for CF product utilization.</li> </ol>



		3. He/she be rewarded with the 50% of the amount in case if they apprehend any culprit 4. Assist the marking officer during marking and ensure the sanitation of the forest after the extraction.
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## 2.6. Roles and responsibilities of CFMG members

All the CFMG members must have following responsibilities:

- i. Every individual has to participate in the CF related activities and has equal rights to access over the resources;
- ii. The equity and justice among members shall be maintained instead of focusing on equal share;
- iii. Every individual shall have equal opportunity to elect the management committee members and shall have rights 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 forestry officer;
- v. Everyone has 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.
- vii. He/she be rewarded with the 50% of the amount in case if they apprehend any culprit.

## 2.7. 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 affected by 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 timbers trees will be granted free of cost. The permit shall be issued for each produce 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 being found in such activities shall be guilty of an offence and dealt as per FNCRR 2023 and FNCA 2023.
- 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 at any construction sites, hotels and restaurants in the urban areas or along national high way;
- viii. Those infrastructures which are provided with 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 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 prescribe management plan;

- x. The executive members should ensure all the revenues generated are properly recorded and all the group members of the CF are well informed. This will ensure free and fair benefit sharing later.
- xi. No single person should take advantage and try to derive individual benefit from the group's hard-earned funds.
- xii. Every single produce that are supposed to go out of the Community Forest area should be declared to group members. The executive committee members together with representative from forestry department should ensure that this happens at any cost.
- xiii. Every forest produces in Community Forest areas shall be supplied to community members only after realization of royalty at 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 will be dispersed to interested individuals who wish to obtain it with the minimum interest rate of 9 % per annum.
- xviii. Water resources; individuals or institutions can use the water resources from CF areas upon payment of minimum monetary incentives to the CFMG which is agreed by both the parties.

### **2.7.1. Timber**

- i. Members are entitled for timber as per the prescribed CF plan for construction of rural house and for other rural purposes;
- ii. The Chairman shall grant and allot permit for rural house construction from CF areas only if CF member submits rural house construction approval from concerned authority;
- iii. The management committee shall review applications and approve or reject the application based on the above section 2.7.1(ii) and supporting documents indicating 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, the construction approval is not required;
- vi. The permit validity shall be 2 years from the date of issue of permit, after which the applicant should renew the permit and extend the dateline if collection and transit of timber is not completed.

- vii. The permit will be extended only for a period of 1 year upon payment of royalty. Failure to extract the timber on extended period will lead to allotment of timber to other needy individuals.
- viii. Timber for renovation of community lhakhangs, schools, outreach clinic will be provided at free of royalty provided there is no financial support provided by government for such activities.

**2.7.2: Fuel wood**

- i. Every individual 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. The CFMGs shall be allotted with two number of standing trees for each household upon realization of the prescribed royalty.
- iii. Outsiders and Non-members shall not be allowed to collect any types of firewood from the designated CF forest areas.
- iv. Members who are allotted house construction timbers are not entitled for firewood. He/she have to collect debris of extracted timbers as firewood.
- v. Members are allowed to collect sound standing tree but dried as firewood with the payment of royalty.

**2.7.3: Fencing posts**

- i. All CFMG members are entitled to get fencing posts based on their genuine cases.
- ii. Fencing posts shall be allotted with the maximum ceiling of 60 nos./ head or one Drashing in lieu of 60 nos. of fencing posts.
- iii. Timber species shall not be entertained for fencing posts;
- iv. Fencing posts can be sometimes met from bush clearing & thinning operation of CF block;
- v. Only malformed, diseased or inferior species should be allotted for fencing posts;
- vi. Outsiders are not allowed to harvest any fencing posts;

**2.7.4. Fodder supply**

- a) Fodder will be shared equally shared among the CFMG on head loads basis based on the number of cattle.
- b) Felling of trees for fodder will be restricted except de-branching.

**2.7.5. Grazing in CF areas**

- a) All the CFMG members have the traditional grazing rights in the CF area but are restricted from entering the plantation sites.
- b) Grazing for outsiders and non-members in the community forests area is strictly prohibited.

**2.7.6. Bamboo**

- a) 30 nos. of bamboo shall be supplied to members as an alternative to trees once in every occasion at free of royalty.

- b) The commercial royalty shall be charged for non-members.
- c) Bamboos will be harvested and marketed for income generation.

**2.7.7. Broom**

- a) Brooms will be harvested and marketed to generate CF income.
- b) Non-Members are not allowed to harvest the products.

**2.7.8. Sand and Stone**

- a) Surface collection for sand and stones will be restricted only for rural utilization from CF area for CFMG members only;
- b) CFMG members are allowed to collect for surface collection of stone/boulder, aggregates and sand from CF without royalty for domestic use only.

**2.7.9. Non-wood Forest Product**

- i. Collection of endangered NWFP species shall be restricted to both CFMG members and outsiders if found in CF areas;
- ii. Collection of mushroom or other NWFPs for self-consumption will be allowed without any royalty;
- iii. Members are allowed to collect leaf litters or top soil free of royalty;
- iv. Selling of NWFPs shall be permitted in a group but not as individual member;
- v. Outsiders are not allowed to collect any leaf litters, top soil or NWFPs from CF area;

**2.8. Labor**

- The CFMG members irrespective of all wealth groups will equally contribute the labor for activities related to community forestry management.
- No members shall miss any of the meetings or CF related activities and actively contribute the labour force.
- Absentees are liable to pay the fines as prescribed however the considerations for unavoidable circumstances such as death, sick and attending other important works related legal issues will be considered upon informing the Chairman.

**2.9. Loan disbursement procedures.**

CFMG member can avail the maximum loan amount of Nu.30,000 only. The decision shall be made by 2/3 majority of the CFMG members during general meeting;

- The treasurer shall maintain all the expenditure records like receipts, vouchers, bills, minutes of meeting, etc. All such expenses should be recorded to cash book immediately;
- The treasurer shall present the details of expenditure to the CFMG members and concerned inspection team as and when required;
- The concerned forest officer shall ensure the compliance of above provisions;

**2.9(a). CFMG fund for loans and its procedures**

The CFMG can allocate fund 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 detail records of loan in Annexure 2, format 10.

**2.9(b). Eligibility criteria for loan**

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

- i. The loan amount of Nu.30,000.00 shall approved and released without mortgage;
- ii. Loan from CFMG fund shall not be given to non CFMG members;
- iii. The borrowers must be of 18 years and above;
- iv. Only one member from the households is eligible for loan at a time;
- v. Should not have any outstanding loan with CFMG;

**2.9(c). Interest rate and loan term**

All CFMG members are eligible to avail loan from the CF fund. The members shall be given an interest rate of 9% per annum. The loan shall be given on annual basis and every member should cleared their loan dues annually. The loan shall not be given to any members before 1 year of its expiry date of plan period and to non-members at any cost;

**2.9(d). Repayment schedule and process**

The borrower shall pay the principal amount including its total interest on annual basis. Upon the completion of its deadline, management committee shall conduct a general meeting whereby all the CFMG members are required to clear their annual loan dues. The fresh loan can be approved only after the repayment of its previous loan;

**2.9(e). 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 the loan amount with the interest rate of 12% per annum.

**2.9(f). Loan approval and disbursement process**

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

**2.9(g). 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.

## 2.10. Meetings

### 2.10.1. General meeting

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

### 2.10.2. Executive members meeting

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

## 2.11. Fees (products/service fees, etc)

Sl.No	Types of products	Royalty Rate (Nu)	
		Within CFMG	Outsiders
1.	Drashing	Nu. 60/standing tree	As per NRPC rate and NRDCL. In case of bulk selling, rate shall be decided after meeting, involving representative from Forest and Geog administration.
2.	Firewood	Nu. 50/standing tree	
3.	Fencing Poles	Nu. 5/ Pole	
4.	Bamboo	Free of royalty	
5.	Fodder	Free of royalty	
6.	Broom	Free of royalty	
7.	Stone and boulders	Free of royalty	

## 2.12. Fines and Penalties.

- i. Any illegal activities carried out inside the CF by CFMG members or the outsiders shall be dealt as per FNCRR, 2023.
- ii. All cases related to offence shall be registered with CF executive members and compounded by the CF executive members as per FNCRR 2023. In the event of not willing to settle the case by the defaulter the case will be forwarded to the concern forestry official for taking further steps to compound the case.
- iii. The fines and penalties collected either by CF executive members or by forestry officials should be deposited in joint CF account within one week of receipt of fines.



- iv. Any wild life related crime shall be dealt by concerned forest office and compounded based on FNCRR, 2023 or any rule that supersedes it. The fines so collected from it will go to Govt. revenue.
- v. All members, including the executive members are required to make their presence in meetings and group activities compulsorily.
- vi. Any absentees from work and meeting will be levied of fined Nu. 350/- (Three Hundred fifty) only, which is at per prevailing daily wage in the community. However, consideration will be given in the event of unavoidable circumstances such as death, sick and attending other important works related legal issues will be exempted and treated as kidu after informing chairperson.
- vii. Under age below 18 years will not accept in work or in meeting, the concerned household will be marked as absentee and levy fine as prescribed above.
- viii. Any executive members or other members found misusing the community funds will be terminated from the post. He/She shall be liable to pay double the amount being misused and together with the interest on the amount prescribed in this rule.
- ix. The misuse of power by the executive committee members and CFMG member shall be liable for fine and penalties and shall be treated at par with illegal doers. Thus, fine and compensation on the misused produces will be levied against them as per FNCRR, 2023 and rules that supersedes it.
- x. Collection of any NWFP from CF by CFMG members are permitted for domestic/home consumption.
- xi. Collection of any NWFP from CF area by non CFMG members will be considered as an offence and will be imposed a fine of Nu.500/- (five hundred) only regardless of any products which are not listed in 2.12 (i). The products will be seized and auction by executive members and deposited in common fund.
- Grazing in the plantation area is strictly prohibited and is liable to pay the fine of Nu 200.00 (Two Hundred) only per cattle for CFMG members and Nu. 400.00(Four Hundred) only for outsiders respectively. However, the offender will be made to bear cost of the seedling and fencing damaged by the cattle.

## **2.13. CF Fund Management**

### **2.13.1. 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 for commercial purposes

**2.13.2. Procedure in CF fund management**

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

**2.13.3. CF fund utilization areas**

Table 1: Areas where CFMG funds will 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 %

**2.14. Record and book keeping**

The management committee shall maintain the detail records of CF. All the CF official books should be kept under the safe custody of management committee and shall 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 chairman whereas the timely monitoring and technical support should be given by concerned forest officer

**2.15. Conflict management**

- i. The chairman is responsible for management of any conflict of CFMGs;
- ii. If Chairman fails to manage the conflict, he /she will put the issues in the CF general meeting for discussion and resolution and to higher authorities if the CF general meeting fails to manage the conflict;
- iii. The conflict related to wildlife, forest fire and developmental activities like farm road construction, land encroachment, etc. shall be directly forwarded to concerned forest officer for further necessary follow-up;

**2.16. Developmental Activities within or through CF Area**

- i. The community will not restrict or object any developmental activities such as construction of farm road, transmission lines, water supply etc taking place within the CF area. However, clearance has to be obtained from CFMG and concerned agencies shall have to compensate the damaged caused by the developmental activities as per the FNCRR, 2023. The assessment will be carried out by the Forestry officials in presence of CFMG and parties concerned.
- ii. CFMG can incorporate with any other groups which could benefit and generate income to the CFMG as whole in future

**2.17. 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 management plan and by-laws;
- iii. The CFMG shall have right to amendment some sections or criteria if found genuine by conducting general meeting in presence of forestry officials;
- iv. The members will be allowed to incorporate the amendment parts into the management plan and implement accordingly after receiving the recommended notification from the Department;

**2.18. Powers of the Department**

- i. With reference to FNCRR 2023, 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 also 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 issue and decide for approval or rejection of the certificate based on the recommendation from CFO and SFED;

## Annexure I; CFMG List

List of Sangkhu CFMG.

Sl.No	Name	CID No.	Gung No.	Thram No.	Signature
1.	Kaziman Rai	11309001923	Kha-5-947	1569	
2.	Devi Prasad Rai	11309001942	Kha-5-603	259/466	
3.	Sahib Singh Rai	11309901906	Kha-5-601	465/255	
3.	Bhakta Bdr Rai	11309002126	Kha-5-618	436	
4.	Khem Prasad Rai	11309001918	Kha-5-908	1595	
5.	Dil Maya Rai	10205007517	Kha-5-628	180/435	
6.	Mati Maya Rai	10205007693	Kha-5-795	1404	
7.	Deo Maya Rai	11309002137	Kha-5-619	2099	
8.	Bir Maya Rai	11309002124	Kha-5-617	188/443	
10.	Narat Bdr. Rai	11309002145	Kha-5-621	251/462	
11.	Soyam Kr. Gurung	11309002068	Kha-5-612	424/164	

## Annexure II;

Sl.No	Name of person	Post appointed	Gender	Contact No
1	Kazi Man Rai	Chairman	Male	17995579
2	Khem Prasad Rai	Secretary	Male	17436947
3	Devi Prasad Rai	Accountant/Treasurer	Male	17995577
4		Resoop	Male	

## Annexure III; AAC for CF

Timber								
Block wise Annual Allowable Cut (AAC) per year for forest products								
Stand stock table results								
Blocks	Dangchung 10-19		Tsim 20-29		Cham 30-39		Drashing 40 +	
	m3	Nos	m3	Nos	m3	Nos	m3	Nos
Block I	2.95	36.43	5.98	21.43	25.12	39.29	66.97	30.71
Stock available for 10 years								
Blocks	Dangchung 10-19		Tsim 20-29		Cham 30-39		Drashing 40 +	
	m3	Nos	m3	Nos	m3	Nos	m3	Nos
Block I	96.52	1191.99	195.67	701.19	821.93	1285.57	2191.26	1004.83
AAC per year								
Blocks	Dangchung 10-19		Tsim 20-29		Cham 30-39		Drashing 40 +	
	m3	Nos	m3	Nos	m3	Nos	m3	Nos
Block I	0.88	10.84	1.78	6.37	7.47	11.69	19.92	9.13
Total	0.88	10.84	1.78	6.37	7.47	11.69	19.92	9.13

Non Timber								
Block wise Annual Allowable Cut (AAC) per year for forest products								
Stand stock table results								
Blocks	Dangchung 10-19		Tsim 20-29		Cham 30-39		Drashing 40 +	
	m3	Nos	m3	Nos	m3	Nos	m3	Nos
Block I	2.91	35.71	9.40	33.57	15.1	23.57	13.24	7.14
Stock available for 10 years								
Blocks	Dangchung 10-19		Tsim 20-29		Cham 30-39		Drashing 40 +	
	m3	Nos	m3	Nos	m3	Nos	m3	Nos
Block I	95.22	1168.43	307.57	1098.41	494.07	771.21	433.21	233.62
AAC per year								
Blocks	Dangchung 10-19		Tsim 20-29		Cham 30-39		Drashing 40 +	
	m3	Nos	m3	Nos	m3	Nos	m3	Nos
Block I	0.87	10.62	2.80	9.99	4.49	7.01	3.94	2.12
Total	0.87	10.62	2.80	9.99	4.49	7.01	3.94	2.12

**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 &amp; 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 &amp; Date.....

Name .....

Name.....

Signature &amp; Date

Name

Signature &amp; Date

.....

Official seal

Chairperson

Official Seal

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 &amp; 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 &amp; Date.....

Signature &amp; Date

Signature &amp; 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

Mortgage (optional)

a) ၁၅	Total value of mortgage (s)
b) ၁၆	၁၅၀၀ နှင့် ၁၆၀၀ နှစ်
c) ၁၇	


Third Party Guaranty (if any): None

Name, CID No. M. No. Thram No. Gung No. ဦးစီးမှူးရုံး၊ မြန်မာနိုင်ငံတော်အထွေထွေအရာရှိချုပ်ရုံး	Signature and Date ဦးစီးမှူးရုံး၊ မြန်မာနိုင်ငံတော်အထွေထွေအရာရှိချုပ်ရုံး
---	--

Signature and Date of Applicant with legal stamps:

[illegible]

--

Sanctioned by: 

Treasurer  
 नरेश कुमार

Secretary  
5-28

Chairperson

**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 of .....years.

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 of .....month ..... 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

- a. Name of applicant: .....
- b. Citizenship I.D. no: ..... c. Village: .....
- d. Gung No: ..... e. Thram No: .....
- f. 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.)				

- g. 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			

- h. 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:

- i) We have verified the details of the applicant and found to be true and correct
- ii) ii) Timber requirement is genuine
- iii) 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:

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

1. Name & Signature of Chairperson & Date
2. Name & Signature of Secretary & Date
3. 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 &amp; 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